



Tahoe-Truckee Sanitation Agency
Regular Board Meeting
August 19, 2020

TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
13720 Butterfield Drive
TRUCKEE, CALIFORNIA 96161
(530) 587-2525 • FAX (530) 587-5840



Directors

Dale Cox: President
Dan Wilkins: Vice President
Jon Northrop
Blake Tresan
S. Lane Lewis
General Manager
LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING NOTICE AND AGENDA

Date: August 19, 2020

Time: 9:00 AM

This meeting will be conducted entirely by teleconferencing in accordance with Governor Newsom's Executive Order (#N-29-20) and the Board Room will not be accessible to the public. The following are the video conferencing: <https://global.gotomeeting.com/join/492306669> and audio teleconferencing call-in information: phone no. (866) 899-4679, access code: 492-306-669. If you are an individual with a disability and need assistance or accommodation to participate in this teleconference meeting, please contact Mrs. Roshelle Chavez at (530) 587-2525 or rchavez@ttsa.net.

Members of the public will have the opportunity to directly address the Agency Board of Directors concerning any item listed on the Agenda below before or during consideration of that item via email. For more information on the process to participate in the meeting via computer, tablet or phone, see the accompanying *Guidelines for Using GoToMeeting for T-TSA August 19 Board of Directors Meeting*. To better accommodate members of the public and staff, some Agenda items may be considered in an order different than listed below.

I. Call to Order, Roll Call, and Pledge of Allegiance

II. Public Comment Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject that is within the jurisdiction of Tahoe-Truckee Sanitation Agency and that does not appear on the agenda. Any matter that requires action may be referred to staff for a report and action at a subsequent Board meeting. Please note there is a five (5) minute limit per person. In addition to or in lieu of public comment, any person may submit a written statement concerning Agency business to be included in the record of proceedings and filed with the meeting minutes. Any such statement must be provided to the recording secretary at the meeting.

III. Professional Achievements, Awards and Anniversaries Acknowledgement of staff for professional achievement and other awards.

IV. Consent Agenda Consent Agenda items are routine items that may be approved without discussion. If an item requires discussion, it may be removed from the Consent Agenda prior to action.

1. Approval of the minutes of the regular Board meeting on July 15, 2020.
2. Approval of general fund warrants.

3. Approval of Progress Pay Estimate No. 4 for the 2019 Roof Repair project.
4. Approval of Progress Pay Estimate No. 4 for the 2020 Plant Painting project.
5. Approval of Progress Pay Estimate No. 3 for Furnishing Portable Emergency Pump Systems.

V. Regular Agenda

1. Report from July 15, 2020 closed session meeting.
2. Approval of Agency Telecommuting Policy.
3. Approval of Agency Accrued Paid Time Off Donation Policy.
4. Approval of updated Laboratory Director classification description.
5. Approval to award bid for the 2020 Administration Building Remodel project.
6. Approval to advertise for the 2020 Headworks Improvements project.
7. Approval to recertify the Sewer System Management Plan (SSMP).
8. Approval for the purchase and installation of the security camera system project
9. Approval to purchase of warehouse forklift.

VI. Management Team Report

1. Department Reports.
2. General Manager Report.

VII. Board of Director Comment Opportunity for directors to ask questions for clarification, make brief announcements and reports, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

VIII. Closed Session

1. Conference with Agency designated labor negotiator LaRue Griffin regarding the unrepresented employees in all positions - Government Code Section 54957.6.
2. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
3. Closed session conference with legal counsel for existing litigation and related California Public Employment Relations Board proceeding (Government Code section 54956.9(d)(1)) – Fay v. Tahoe-Truckee Sanitation Agency.
4. Public Employee - Govt. Code, § 54957: Performance evaluation of General Manager.

IX. Adjournment

Posted and Mailed, 08/13/20



LaRue Griffin
Secretary to the Board

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Roshelle Chavez at 530-587-2525 or 530-587-5840 (fax) or email rchavez@ttsa.net. Requests must be made as early as possible, and at least one-full business day before the start of the meeting.

Documents and material relating to an open session agenda item that are provided to the T-TSA Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the Agency's office located at 13720 Butterfield Drive, Truckee, CA.

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Directors

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Jon Northrop
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S. Lane Lewis

General Manager

LaRue Griffin

Guidelines for Using GoToMeeting for T-TSA August 19 Board of Directors Meeting

Before the Meeting:

- GoToMeeting can be used in a web only application, on mobile devices, or as a desktop version. The desktop version is recommended as it has the most functionality. The app may be downloaded here: <https://global.gotomeeting.com/join/492306669>

To Join the Meeting:

- Video teleconference: You can join the meeting via computer, tablet, or phone which will allow greater functionality such as having a name associated with your caller-ID.
 - Join using this link: <https://global.gotomeeting.com/join/492306669>. If you do not have a microphone with your video conference, please call in via audio teleconference to as described below.
- Audio Teleconference: You can join the meeting via phone only.
 - Join by calling the following phone number: (866) 899-4679
 - You will then be asked for the Access Code: 492-306-669
 - If you choose to participate via audio teleconference only, press # when prompted for your audio pin.

Controls:

- If you are attending the meeting via video teleconference, please utilize the settings tab at the top of the control panel titled “webcam” to control your video. You are encouraged to share your video stream.
- Mute/Unmute – Please mute yourself when you are not speaking, regardless of teleconference method. If needed, the organizer can also mute/unmute you to keep order for the meeting. You can do this using your phone’s controls or using the controls on GoToMeeting.

Board Discussion:

- Board President Cox will chair the meeting. After staff introduces an agenda item, Directors will be given the opportunity to provide comment one-by-one as called on by President Cox.

Public Comment Option:

- After the Directors have discussed an agenda item, President Cox will move to receive public comment on the item. Mrs. Chavez will call on individual attendees to sequence comment.

- If you are attending the meeting via video or audio teleconference and would like to submit a public comment or comment on a specific Agenda item, please email Mrs. Roshelle Chavez, Administrative Manager at comment@ttsa.net. Identify your email subject title comment as “I have a comment”. In the body of the email please state if you wish to make a public comment or a comment on a specific Agenda item.
- All requests to make a comment will be called in the order received.

Motions:

- All motions will be taken by roll call vote.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: I
Subject: Call to Order, Roll Call, and Pledge of Allegiance

Background

Call to Order, Roll Call, and Pledge of Allegiance.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: II
Subject: Public Comment

Background

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject that is within the jurisdiction of Tahoe-Truckee Sanitation Agency and that does not appear on the agenda. Any matter that requires action may be referred to staff for a report and action at a subsequent Board meeting. There is a five (5) minute limit per person.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: III
Subject: Professional Achievements, Awards & Anniversaries

Background

Acknowledgement of staff for professional achievements, awards and anniversaries received the previous calendar month or quarter.

New Employee

- Tanner McGinnis – Maintenance Supervisor – August 2020

1-Year, 5-Year, 10-Year, 15-Year, 20-Year, Etc. Anniversaries

- Jim Redmond – Mechanic III – 15 Years (August 2020)

Fiscal Impact

None.

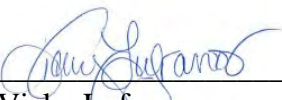
Attachments

None.

Recommendation

No action required.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Roshelle Chavez, Administrative Manager
Item: IV-1
Subject: Approval of the minutes of the regular Board meeting on July 15, 2020

Background

Draft minutes from previous meeting(s) held are presented to the Board of Directors for review and approval.

Fiscal Impact

None.

Attachments

Minutes of the regular Board meeting on July 15, 2020.

Recommendation

Management recommends approval of the minutes of the regular Board meeting on July 15, 2020.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Manager

Approved By: 
LaRue Griffin
General Manager

BOARD OF DIRECTORS
REGULAR MEETING MINUTES

July 15, 2020

I. Call to Order:

This meeting was conducted via GoToMeeting teleconferencing as described in the July 15, 2020 meeting agenda and the accompanying Guidelines for Using GoToMeeting for T-TSA July 15 Board of Directors Meeting. President Cox called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 AM. Roll call and Pledge of Allegiance followed.

Directors Present: Dale Cox, SVPSD (via teleconference)
Dan Wilkins, TCPUD (via teleconference)
S. Lane Lewis, NTPUD (via teleconference)
Jon Northrop, ASCWD (via teleconference)
Blake Tresan, TSD (via teleconference)

Staff Present: LaRue Griffin, General Manager (via teleconference)
Roshelle Chavez, Administrative Manager (via teleconference)
Jay Parker, Engineering Manager (via teleconference)
Michael Peak, Operations Manager (via teleconference)
Richard Pallante, Maintenance Manager (via teleconference)
Robert Gray, Information and Technology Manager (via teleconference)
Vicky Lufrano, Human Resources Administrator (via teleconference)
Richard P. Shanahan, Agency Counsel (via teleconference)
Michelle Mackey, Administrative Department (via teleconference)
Dawn Davis, Administrative Department (via teleconference)
Angelina Henson, Administrative Department (via teleconference)
Tiffany Hambrick, Administrative Department (via teleconference)
Paul Shouse, Maintenance Department (via teleconference)

Public Present: Matthew Goss, CalPERS
Jasper Jenkins, CalPERS
Jeff Land, Brandis Tallman, LLC
Mike Meyer, NHA Advisors
Greg Schleusner, Public
Sarah Coolidge, Public
Pippin Mader, Public
June Davis, Public

II. Public Comment.

Mr. Greg Schleusner made a statement to the Board of Directors regarding a recent Moonshine Ink article and his position on its contents. Agency staff, Mrs. Chavez, read a letter received (attached) from the Ponderosa Martis Neighbors United in regard to their disapproval of the Truckee Tahoe Airport's development of Parcel 4. No further action was taken by the Board.

III. Consent Agenda

1. Approval of the minutes of the regular Board meeting on June 17, 2020.
2. Approval of general fund warrants.
3. Approval of financial statements.
4. Approval of Progress Pay Estimate No. 3 for the 2019 Roof Repair project.
5. Approval of Progress Pay Estimate No. 3 for the 2020 Plant Painting project.

MOTION by Director Wilkins **SECOND** by Director Tresan to approve the Consent Agenda items with the amendment to item 13 of the June 17, 2020 minutes to replace "...denied the motion" with "...approved the motion"; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES:	Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES:	None
ABSENT:	None
ABSTAIN:	None

Motion passed.

IV. Regular Agenda

1. Report from June 17, 2020 closed session meeting.

Mr. Griffin stated there was nothing to report and no action was taken from the June 17, 2020 closed session meeting.

2. Public hearing for public comment related to the Board's consideration of adopting a resolution of the Board adopting 2020-2021 tax roll billing report and approving the billing and collection of charges on county tax roll.

There was no public comment. No action was taken by the Board.

3. Approval of Resolution No. 6-2020 adopting 2020-2021 tax roll billing report and approving billing and collection charges on the County of Placer tax roll.

4. Approval of Resolution No. 7-2020 adopting 2020-2021 tax roll billing report and approving billing and collection of charges on the County of Nevada tax roll.
5. Approval of Resolution No. 8-2020 adopting 2020-2021 tax roll billing report and approving billing and collection of charges on the County of El Dorado tax roll.

MOTION by Director Lewis **SECOND** by Director Northrop to approve Regular Agenda items 3-5; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

6. Public hearing for public comment related to the Board's consideration of adopting a resolution of the Board to adopt a report on delinquent charges and authorizing their collection on the tax roll.

There was no public comment. No action was taken by the Board.

7. Approval of Resolution No. 9-2020 to adopt a report on delinquent charges and authorize their collection on the tax roll.
8. Approval of Resolution No. 10-2020 to adopt a report on delinquent charges and authorize their collection on the Placer County tax roll.
9. Approval of Resolution No. 11-2020 to reference the standard form tax collection services contract with the County of Nevada.
10. Approval to submit certifications for collection of delinquent charges on the El Dorado County tax roll.

MOTION by Director Lewis **SECOND** by Director Northrop to approve Regular Agenda items 7-10; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion was approved.

11. Approval of Agency Core Values.

MOTION by Director Lewis **SECOND** by Director Northrop to approve Agency Core Values and the associated behaviors; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion was approved.

12. Approval of Agency Fund Policy

After Board discussion, the item continued to the August 19th, 2020 Board of Directors meeting.

13. Approval to advertise for the 2020 Administration Building Remodel project.

MOTION by Director Tresan **SECOND** by Director Lewis to approve to advertise for the 2020 Administration Building Remodel project; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion was approved.

14. Discussion on UAL Restructuring Strategies – California Employers’ Pension Prefunding Trust (CEPPT) Fund and Pension Obligation Bonds

Mrs. Roshelle Chavez gave a summary review regarding restructuring the Agency Unfunded Accrued Liability (UAL) with options from the California Employers’ Pension Prefunding Trust (CEPPT) and Pension Obligation Bonds. After further discussion with the Board of Directors, as well as representatives from CalPERS, NHA Advisors, and Brandis Tallman, LLC., it was decided to revisit restructuring strategies after completion of the Sewer Master Plan.

15. Approval to award the 2020 Digital Scanning of Sewer Lines project.

MOTION by Director Lewis **SECOND** by Director Northrop to approve to award the 2020 Digital Scanning of Sewer Lines project to Pipe and Plant Solutions, Inc. in the amount of \$86,372; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion was approved.

16. Approval of Task Order Amendment No. 32.2 with CH2M Hill, Inc. for the 2020 Headworks Improvements project.

MOTION by Director Lewis **SECOND** by Director Northrop to approve Task Order Amendment No. 32.2 with CH2M Hill, Inc. for the 2020 Headworks Improvements project in the amount of \$444,984; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion was approved.

17. Approval of Change order No. 1 for the Organizational Assessment.

MOTION by Director Lewis **SECOND** by Director Tresan to approve Change order No. 1 to the agreement with Carollo Engineers for the Organizational Assessment in the amount of \$12,000; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion was approved.

V. Management Team Reports

1. Department Reports.

Mr. Peak provided an update on current and past projects for the operations department and reported that all waste discharge requirements were met for the month.

Mr. Pallante provided an update on current and past projects for the maintenance department.

Mr. Parker provided an update on current and past project for the engineering department.

Mr. Gray provided an update on current and past projects for the information and technology department.

Mrs. Chavez provided an update on current and past projects for the administration department.

No action was taken by the Board.

2. General Manager Report

Mr. Griffin provided an update on the status of various ongoing projects, none of which required action by the Board.

No action was taken by the Board.

VI. Board of Director Comment

Directors Lewis and Northrop commended the staff on the preparation of Core Values and are looking forward to the survey to come back from staff on the Organizational Assessment.

MOTION by Director Northrop **SECOND** by Director Lewis to adjourn the open session of the meeting; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Wilkins, Northrop, Tresan, Lewis and President Cox.

NOES: None

ABSENT: None

ABSTAIN: None

There being no further business, the open session meeting was adjourned at 11:14 AM.

Motion passed.

The Board then continued the teleconference to conduct a closed session to consider the following items:

1. Conference with Agency designated labor negotiator LaRue Griffin regarding the unrepresented employees in all positions - Government Code Section 54957.6.
2. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.

LaRue Griffin
Secretary to the Board

Approved: _____

DRAFT



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Roshelle Chavez, Administrative Manager
Item: IV-2
Subject: Approval of general fund warrants

Background

The Agency implemented the Caselle software program and the report of general fund warrants is attached as prepared by the software. It should be noted, payroll summaries are now excluded from the general fund warrants and are incorporated into the financial statements.

All warrants are paid and payable for the previous calendar month(s).

Fiscal Impact

Decrease in Agency general fund per the warrant amounts.

Attachments

Report of general fund warrants.

Recommendation

Management recommends approval of the general fund warrants paid and payable.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Manager

Approved By: 
LaRue Griffin
General Manager

Payee	Check Number	Check Issue Date	Description	Amount
1000 BULBS				
	85788	07/15/2020	CFFL BALLAST MFR ICF2S2H1LDK	107.26 M
	85788	07/15/2020	32 WATT 3500K LAMP SYLVANIA MFR 20885	27.28 M
Total 1000 BULBS:				134.54
150 GPP LLC				
	85865	07/15/2020	MONITORING STATION ANNUAL LEASE 20/21	1,080.00 M
Total 150 GPP LLC:				1,080.00
ACCURATE AIR ENGINEERING				
	85866	07/15/2020	F-4A 5 GALLON PAIL COMPRESSOR OIL	2,589.79 M
Total ACCURATE AIR ENGINEERING:				2,589.79
AIRGAS USA LLC				
	85795	07/15/2020	HELIUM UHP250 CYLINDER	790.13 M
	85795	07/15/2020	NITROGEN NI300 CYLINDER	73.38 M
	85843	07/15/2020	CYLINDER RENTALS	44.93 M
	85843	07/15/2020	CYLINDER RENTALS	107.93 M
	85843	07/15/2020	CYLINDER RENTALS	113.79 M
Total AIRGAS USA LLC:				1,130.16
ALLIANT INSURANCE SERVICES INC				
	85853	07/15/2020	EQUIPMENT FLOATER INSURANCE RENEWAL	2,275.00 M
Total ALLIANT INSURANCE SERVICES INC:				2,275.00
ALPHA ANALYTICAL INC				
	85789	07/15/2020	RIVER WELLS 1Q2020	25.00 M
	85789	07/15/2020	INVOICE 36954	275.00 M
	85792	07/15/2020	INVOICE 37541	335.00 M
	85792	07/15/2020	INVOICE 37574	450.00 M
	85792	07/15/2020	INVOICE 37628	225.00 M
	85885	07/15/2020	INVOICE 37357	2,115.00 M
Total ALPHA ANALYTICAL INC:				3,425.00
AMAZON CAPITAL SERVICES				
	85746	07/15/2020	KNIPEX COBOLT COMPACT BOLT CUTTER 7101200	94.74
	85790	07/15/2020	CALIBRATION STICKERS 3/4 X 1-1/2 INCH	30.24 M
Total AMAZON CAPITAL SERVICES:				124.98
AMERICAN EQUIPMENT INC				
	85842	07/15/2020	REPAIR OF CRANE IN SOLIDS LABOR	420.00 M
	85842	07/15/2020	REPAIR OF CRANE IN SOLIDS MILEAGE	77.70 M
Total AMERICAN EQUIPMENT INC:				497.70
ARAMARK WORK APPAREL				
	85747	07/15/2020	MATS	166.79
	85747	07/15/2020	TOWELS	19.71
	85747	07/15/2020	SERVICE CHARGE	10.50
	85793	07/15/2020	MATS	189.32 M

Payee	Check Number	Check Issue Date	Description	Amount
	85793	07/15/2020	TOWELS	19.71 M
	85793	07/15/2020	SVC CHARGE	10.50 M
	85880	07/15/2020	MATS	179.27 M
	85880	07/15/2020	TOWELS	19.71 M
	85880	07/15/2020	SVC CHARGES	10.50 M
Total ARAMARK WORK APPAREL:				626.01
AT&T 530 582-0827 966 5				
	85748	07/15/2020	TELEPHONE BILL 966	273.08
	85748	07/15/2020	TELEPHONE BILL 966	2,457.77
Total AT&T 530 582-0827 966 5:				2,730.85
AT&T 831-000-9983 804				
	85749	07/15/2020	TELEPHONE BILL 804	286.15
	85749	07/15/2020	TELEPHONE BILL 804	2,575.40
Total AT&T 831-000-9983 804:				2,861.55
AT&T ACCT 831-000-6939 380				
	85837	07/15/2020	TELEPHONE BILL 380	132.06 M
	85837	07/15/2020	TELEPHONE BILL 380	1,188.63 M
Total AT&T ACCT 831-000-6939 380:				1,320.69
AUTOMATION DIRECT				
	85791	07/15/2020	HT8AAHAB EATON PB 30MM 1 NO 1 NC	76.86 M
	85791	07/15/2020	HT8JNH3AA5 EATON SELECTOR SW 30MM 2 POSITION 1 NO	100.68 M
	85791	07/15/2020	HT8SP29 EATON LEGEND PLATE "RESET"	9.74 M
	85791	07/15/2020	HT8SP42 EATON LEGEND PLATE "ON OFF"	9.74 M
	85791	07/15/2020	PBSS2 HUBBELL-WIEGMANN PUSH BUTTON ENCLOSURE 2 HOLES 30 MM 3	290.11 M
Total AUTOMATION DIRECT:				487.13
BARTKIEWICZ, KRONICK & SHANAHAN				
	85845	07/15/2020	LEGAL FEES	8,413.75 M
Total BARTKIEWICZ, KRONICK & SHANAHAN:				8,413.75
BILL PINDAR				
	85834	07/15/2020	REIMBURSEMENT	135.00 M
	85871	07/15/2020	CERT RENEWAL REIMBURSEMENT	89.00 M
Total BILL PINDAR:				224.00
BURLINGAME ENGINEERS				
	85750	07/15/2020	UNION NUT 1" PVC	207.84
	85750	07/15/2020	UNION END 1" NPT PVDF	967.76
	85750	07/15/2020	UNION END 1" NPT PVC	220.83
	85750	07/15/2020	DIAPHRAGM ASSY GB40 PVC	2,358.69
	85750	07/15/2020	CREDIT FOR INVOICE BER8626	977.50-
Total BURLINGAME ENGINEERS:				2,777.62
CALIFORNIA STATE BOARD OF EQUALIZAT				
	7012001	07/01/2020	2ND QTR USE TAX 2020	73.00 M

Payee	Check Number	Check Issue Date	Description	Amount
	7012001	07/01/2020	2ND QTR USE TAX 2020	2.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	35.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	1.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	5.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	157.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	68.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	52.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	8.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	11.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	12.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	2.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	2.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	331.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	7.00 M
	7012001	07/01/2020	2ND QTR USE TAX 2020	58.00 M
Total CALIFORNIA STATE BOARD OF EQUALIZAT:				824.00
CAROLLO				
	85751	07/15/2020	ORGANIZATIONAL ASSESSMENT	14,295.75
	85794	07/15/2020	MASTER SEWER PLAN	28,118.50 M
Total CAROLLO:				42,414.25
CASELLE				
	85869	07/15/2020	MONTHLY BILL	2,694.00 M
	85869	07/15/2020	MONTHLY BILL	2,694.00 M
Total CASELLE:				5,388.00
CASHMAN EQUIPMENT CO.				
	85798	07/15/2020	9M-2342 ELEMENT A-F	13.32 M
	85798	07/15/2020	8H-2778 GASKET	3.40 M
	85798	07/15/2020	2J-0157 SEAL O RING	1.46 M
	85798	07/15/2020	IR-0749 FILTER AS FUEL	23.87 M
	85798	07/15/2020	8N-G309 ELEMENT A-A	294.03 M
	85798	07/15/2020	275-2604 FILTER AS-LUBE	109.67 M
Total CASHMAN EQUIPMENT CO.:				445.75
CENTIMARK CORPORATION				
	85884	07/15/2020	PROGRESS PAY # 3	183,457.35 M
	85884	07/15/2020	RETENTION # 3	9,172.87- M
Total CENTIMARK CORPORATION:				174,284.48
CH2M HILL				
	85800	07/15/2020	TASK ORDER #32	60,000.00 M
Total CH2M HILL:				60,000.00
CLARK PEST CONTROL				
	85796	07/15/2020	MONTHLY CHARGES	275.00 M
Total CLARK PEST CONTROL:				275.00

Payee	Check Number	Check Issue Date	Description	Amount
CORELOGIC INFORMATION SOLUTIONS, IN	85797	07/15/2020	MONTLHLY BILL	53.91 M
Total CORELOGIC INFORMATION SOLUTIONS, IN:				53.91
CSRMA % ALLIANT INSURANCE SERVICES	85873	07/15/2020	PROPERTY INSURANCE 07/01/20-07/01/21	145,850.00 M
Total CSRMA % ALLIANT INSURANCE SERVICES:				145,850.00
CUTTING IMAGE LLC	85863	07/15/2020	MATERIAL REQUISTION FORMS, 3 PART NCR, STARTING # 69001	812.11 M
Total CUTTING IMAGE LLC:				812.11
DATCO SERVICES CORP.	85877	07/15/2020	QUARTERLY FEE	214.50 M
Total DATCO SERVICES CORP.:				214.50
DAWN DAVIS	85850	07/15/2020	REIMBURSEMENT	199.00 M
Total DAWN DAVIS:				199.00
DELL COMPUTER CORP. C/O DELL USA L.	85752	07/15/2020	VLA ACROBAT STD 2017 WIN LICENSE UNIVERSAL ENGLISH	525.98
Total DELL COMPUTER CORP. C/O DELL USA L.:				525.98
DIGI-KEY	85799	07/15/2020	LITTLE FUSE MP8000 CL RELAY F105-97ND	641.85 M
	85848	07/15/2020	SENSATA CRYDOM SSR RELAY 50A 24-280V 646-1001-ND	73.89 M
Total DIGI-KEY:				715.74
E&M ELECTRIC	85753	07/15/2020	FINAL PAY SUPPORT CONTRACT	1,629.16
Total E&M ELECTRIC:				1,629.16
ENVIRONMENTAL EXPRESS	85801	07/15/2020	COD DIGESTION VIALS 0-1500 MG/L B1015 BOXES	818.37 M
	85801	07/15/2020	COD DIGESTION VIALS 0-1500 MG/L B1010 BOXES	1,363.95 M
	85801	07/15/2020	FREIGHT	228.72 M
Total ENVIRONMENTAL EXPRESS:				2,411.04
ERS INDUSTRIAL SERVICES INC	85754	07/15/2020	225 CUBIC FEET OF .90-1.0< 1.5UC ANTHRACITE IN (5) 2250# BULK SACKS	5,860.00
Total ERS INDUSTRIAL SERVICES INC:				5,860.00
FASTENAL	85755	07/15/2020	BARB HOSE BRASS 3/4" HOSE X 3/4" MALE NPPT 69939 PACKS OF 5	32.98

Payee	Check Number	Check Issue Date	Description	Amount
Total FASTENAL:				32.98
FD THOMAS				
	85883	07/15/2020	PROGRESS PAY # 3	86,909.00 M
	85883	07/15/2020	RETENTION # 3	4,345.45- M
Total FD THOMAS:				82,563.55
FEDERAL EXPRESS CORP.				
	85802	07/15/2020	SHIPPING FOR PO 32029 BURLINGAME	14.80 M
	85802	07/15/2020	SHIPPING FOR PO 32381 WALMART	22.01 M
Total FEDERAL EXPRESS CORP.:				36.81
FERGUSON ENTERPRISES,INC. #1423				
	85756	07/15/2020	1" PVC Ball Valve Viton	275.58
	85756	07/15/2020	3/4" GALVANIZED TEE FEMALE X FEMALE SCH 40	50.93
	85756	07/15/2020	3/4" X2" NIPPLE GALVANIZED SCH 40	17.41
	85756	07/15/2020	3/4" X 2-1/2" NIPPLE GALVANIZED SCH 40	6.43
	85756	07/15/2020	3/4" 90 ELBOW GALVANIZED SCH 40	30.00
	85756	07/15/2020	3/4" 90 ELBOW PVC SCH 80 SLIP X SLIP	32.48
	85756	07/15/2020	3/4" PVC TEE SCH 80 SLIP X SLIP	74.61
	85756	07/15/2020	3/4" BALL VALVE FEMALE X FEMALE TFP600A	74.31
	85803	07/15/2020	VALVE BUTTERFLY 4" PVC EPDM SEAT MFR# CW45BFELHP	791.05 M
Total FERGUSON ENTERPRISES,INC. #1423:				1,352.80
FISHER SCIENTIFIC COMPANY				
	85757	07/15/2020	NESSLER TUBES 50 ML SHORT 10-310-189 CASE	643.03
Total FISHER SCIENTIFIC COMPANY:				643.03
GADDIS INC				
	85804	07/15/2020	REBUILD KIT FOR CHESTERON 155 MECHNICAL SEAL. SEAL SIZE 55MM	1,782.54 M
Total GADDIS INC:				1,782.54
GFS CHEMICALS INC				
	85758	07/15/2020	HYDROCHLORIC ACID 37% 43504	244.06
Total GFS CHEMICALS INC:				244.06
GOVERNMENTJOBS.COM INC				
	85839	07/15/2020	SUBSCRIPTION RENEW	900.00 M
	85854	07/15/2020	SUBSCRIPTION FEE	990.00 M
Total GOVERNMENTJOBS.COM INC:				1,890.00
GRAINGER INC., W.W.				
	85759	07/15/2020	RESPIRATOR CARTRIDGE N75002L	204.59
	85759	07/15/2020	RESPIRATOR CARTRIDGE N75002L	40.91
	85759	07/15/2020	RESPIRATOR CARTRIDGE 75800P100 4/PK25.52	138.14
	85805	07/15/2020	HONEYWELL EYE WASH CARTRIDGE 6JD84 PK/2	573.43 M
	85805	07/15/2020	#8-32 TAP SS 53MK97	63.98 M
	85805	07/15/2020	1" Y STRAINER THREADED 20 MESH 9-3/8" LENGTH PVC 1257010	205.24 M
	85805	07/15/2020	#28 DRILL BITS 406X32	46.34 M

Payee	Check Number	Check Issue Date	Description	Amount
	85805	07/15/2020	FILTER CARTRIDGE 7580P100	497.26 M
	85805	07/15/2020	REPLACEMENT COIL 120VAC SIZE 1 STARTER, 1H424	400.09 M
	85805	07/15/2020	MASTERLOCK CIRCUIT BREAKER LOCKOUT 120/277 CLAMP ON LOCKOUT	71.88 M
	85805	07/15/2020	STRUCTURAL PIPE FITTING EXTERNAL COUPLING 54WK34	407.36 M
Total GRAINGER INC., W.W.:				2,649.22
GREG O'HAIR				
	85879	07/15/2020	REIMBURSEMENT	216.80 M
Total GREG O'HAIR:				216.80
HACH CHEMICAL COMPANY				
	85760	07/15/2020	1MG/ LNH4-N STANDARDS SOL. 2894154	348.60
Total HACH CHEMICAL COMPANY:				348.60
HILTI INC				
	85761	07/15/2020	Injectable Mortar2022793	203.63
Total HILTI INC:				203.63
HODGE				
	85762	07/15/2020	A1106 ALUMINUM SAFETY LOCKOUT PADLOCK KEYED ALIKE BLACK *KEY D	97.53
	85762	07/15/2020	A1167 ALUMINUM SAFETY LOCKOUT PADLOCK KEYED DIFFERENTLY BLUE	276.70
Total HODGE:				374.23
HUNT & SONS INC.				
	85806	07/15/2020	UNLEADED GAS	1,245.70 M
	85806	07/15/2020	DIESEL	378.64 M
	85806	07/15/2020	CHEVRON DELO 15W 40 (3- 5 GALLON DRUMS)	2,324.12 M
	85806	07/15/2020	REGULATORY COMPLIANCE FEE	47.85 M
	85806	07/15/2020	DRUM FEE	120.00 M
	85861	07/15/2020	UNLEADED GASOLINE GALLONS	850.99 M
Total HUNT & SONS INC.:				4,967.30
ILEANA VASSILIOU				
	85807	07/15/2020	TRAINING	1,800.00 M
	85807	07/15/2020	TRAINING	400.00 M
	85807	07/15/2020	TRAINING	400.00 M
Total ILEANA VASSILIOU:				2,600.00
INFOSEND				
	85860	07/15/2020	STATEMENT DATA PROCESSING	444.55 M
Total INFOSEND:				444.55
J&L PRO KLEEN INC				
	85763	07/15/2020	JANITORIAL SVC JUNE	2,300.00
Total J&L PRO KLEEN INC:				2,300.00
JAIME GARCIA				
	85764	07/15/2020	REIMBURSEMENT	400.00

Payee	Check Number	Check Issue Date	Description	Amount
Total JAIME GARCIA:				400.00
JEROEN PREISS, AIMS TEAM LLC				
	85870	07/15/2020	WEB HOSTING SVC	4,800.00 M
Total JEROEN PREISS, AIMS TEAM LLC:				4,800.00
JON NORTHROP				
	85830	07/15/2020	REIMBURSEMENT	400.00 M
Total JON NORTHROP:				400.00
JONES-WEST FORD				
	85808	07/15/2020	BL3Z-150-22A68-A	81.81 M
	85872	07/15/2020	7L1Z.8A616.A SP-ORCLUTCH	285.77 M
Total JONES-WEST FORD:				367.58
KRISTIN DAVIS				
	85832	07/15/2020	REIMBURSEMENT	25.00 M
Total KRISTIN DAVIS:				25.00
LARUE GRIFFIN				
	85836	07/15/2020	REIMBURSEMENT	543.30 M
	85836	07/15/2020	REIMBURSEMENT	25.00 M
Total LARUE GRIFFIN:				568.30
LHOIST NORTH AMERICA				
	85765	07/15/2020	HYDRATED LIME	8,804.24
	85765	07/15/2020	HYDRATED LIME	8,807.77
	85809	07/15/2020	HYDRATED LIME	8,790.16 M
Total LHOIST NORTH AMERICA:				26,402.17
LIBERTY UTILITIES				
	85810	07/15/2020	ELECTRIC BILL	20.06 M
	85810	07/15/2020	ELECTRIC BILL	23.27 M
	85810	07/15/2020	ELECTRIC BILL	20.70 M
	85810	07/15/2020	ELECTRIC BILL	29.32 M
Total LIBERTY UTILITIES:				93.35
MCMMASTER-CARR				
	85811	07/15/2020	6" 316 SS Pipe Clamp - Strut Mount Metal Routing Clamp	25.63 M
	85811	07/15/2020	STRUT MOUNT METAL ROUTING CLAMP	39.04 M
	85811	07/15/2020	8" 316 SS Pipe Clamp - Strut Mount Metal Routing Clamp	39.03 M
	85811	07/15/2020	CREDIT FOR INVOICE #41495719	19.52- M
	85811	07/15/2020	6" 316 SS Pipe Clamp - Strut Mount Metal Routing Clamp	24.99 M
	85811	07/15/2020	CREDIT FOR INV#41495719	19.52- M
Total MCMMASTER-CARR:				89.65
MICROBIOLOGICS				
	85766	07/15/2020	LYFO DISK BACITIDISKS P. AERUGINOSA 0353L	161.14

Payee	Check Number	Check Issue Date	Description	Amount
Total MICROBIOLOGICS:				161.14
MOTION INDUSTRIES				
	85767	07/15/2020	BEARING RADIAL DEEP GROOVE 0053601	203.72
	85767	07/15/2020	BEARING RADIAL DEEP GROOVE 0053704	223.45
	85767	07/15/2020	BEARING RADIAL DEEP GROOVE 00053702	254.75
	85767	07/15/2020	BEARING LOCK WASHER 55MM ID 81M OD	14.29
	85767	07/15/2020	OIL SEAL NITRILE DUAL LIP 473229	48.48
	85767	07/15/2020	ORANGE NITRILE LARGE GLOVES	443.18
	85767	07/15/2020	ORANGE NITRILE XL GLOVES	553.96
	85851	07/15/2020	BEARING, BALL, DEEP GROOVE, 6001RSJEM	112.19 M
Total MOTION INDUSTRIES:				1,854.02
MOUNTAIN HARDWARE				
	85812	07/15/2020	MAINT OFFICE REPAIR SUPPLIES	19.99 M
	85812	07/15/2020	LIQUID PROPANE GAS	17.82 M
	85812	07/15/2020	LIQUID PROPANE GAS	25.37 M
	85887	07/28/2020	CONNECTION FEE REFUND	1,000.00 M
Total MOUNTAIN HARDWARE:				1,063.18
MSC INDUSTRIAL SUPPLY				
	85849	07/15/2020	EXTERNAL ACME THREADING INSERT 4 TPI 47461405	114.92 M
Total MSC INDUSTRIAL SUPPLY:				114.92
MUNICIPAL RESOURCE GROUP LLC				
	85840	07/15/2020	LEGAL FEES	6,378.75 M
	85840	07/15/2020	LEGAL FEES	8,695.00 M
Total MUNICIPAL RESOURCE GROUP LLC:				15,073.75
NAVIA BENEFIT SOLUTIONS				
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	10.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	5.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	1.25 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	25.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	5.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	13.75 M
	7132001	07/13/2020	HRA DISBURSEMENTS	22.86 M
	7132001	07/13/2020	HRA DISBURSEMENTS	20.00 M
	7132001	07/13/2020	HRA DISBURSEMENTS	35.00 M
	7132001	07/13/2020	HRA DISBURSEMENTS	54.88 M
	7132001	07/13/2020	HRA DISBURSEMENTS	20.00 M
	7132001	07/13/2020	HRA DISBURSEMENTS	35.00 M
	7132001	07/13/2020	HRA DISBURSEMENTS	20.00 M
	7132001	07/13/2020	HRA DISBURSEMENTS	216.80 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	6.25 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	2.50 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	1.25 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	36.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	18.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	4.50 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	90.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	18.00 M

Payee	Check Number	Check Issue Date	Description	Amount
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	49.50 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	22.50 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	9.00 M
	7132001	07/13/2020	COBRA/PARTICIPANT FEES	4.50 M
	7282001	07/28/2020	HRA DISBURSEMENTS	1.10 M
	7282001	07/28/2020	HRA DISBURSEMENTS	35.00 M
	7282001	07/28/2020	HRA DISBURSEMENTS	20.00 M
	7282001	07/28/2020	HRA DISBURSEMENTS	204.71 M
Total NAVIA BENEFIT SOLUTIONS:				1,007.35
NORTHERN SIERRA AQMD				
	85876	07/15/2020	PERMIT FEE	143.12 M
Total NORTHERN SIERRA AQMD:				143.12
OFFICE DEPOT				
	85768	07/15/2020	SCISSORS PK/2 458612	7.31
	85768	07/15/2020	CLIPBOARDS PK/3 477727	9.84
	85768	07/15/2020	PENTEL RSVP BLUE INK PENS PK/12 987396	4.51
	85768	07/15/2020	OFFICE DEPOT WRITING PADS 305466	29.17
	85768	07/15/2020	BIC WHITE OUT CORRECTION FLUID PK/12 273361	13.79
	85768	07/15/2020	POST IT NOTES 3X3 RIO COLLECTION PK/24 837398	30.04
	85768	07/15/2020	Avery 8 1/2 x 11 Tab Dividers/White I-X 10pk - BOARD	103.70
	85768	07/15/2020	Land O'Lakes Mini Moos Half and Half Liquid Coffee Creamer	16.15
	85768	07/15/2020	HP 507A Cyan Toner - IT Dept	212.96
	85768	07/15/2020	OD View Ring Binder 1"	31.72
	85768	07/15/2020	OD View Ring Binder 2"	19.92
	85768	07/15/2020	OD View Ring Binder 1 1/2"	16.11
	85768	07/15/2020	OD View Ring Binder 1/2"	8.88
	85768	07/15/2020	import surcharge	1.38
	85768	07/15/2020	Pendaflex Glow File Folders Letter 1/3 Cut - Accounting	16.65
	85768	07/15/2020	Avery 8 1/2 x 11 Tab Dividers/White 1-10 10pk - BOARD	97.21
	85768	07/15/2020	Fellowes Premium Heavyweight Binding Covers 8 3/4 x 11 1/4 Black - BOARD	21.32
	85768	07/15/2020	Nestle Pure Life Purified Water 16.9 oz - Case of 24 (5 Safety/1 Board)	40.74
	85768	07/15/2020	International Delight Liquid Coffee Creamer French Vanilla	22.56
	85768	07/15/2020	PILOT B2P BLACK INK BOX 745506	15.14
	85768	07/15/2020	PILOT B2P BLUE INK BOX 728718	8.60
	85768	07/15/2020	Dry Erase White Board 48x36 #698542	45.89
	85768	07/15/2020	Post-It Popup Notes 3x3 Cape Town 18pk - Billing	21.91
	85768	07/15/2020	OD Brand Hanging Folders Lettersize Box of 25 - Accounting	14.85
	85768	07/15/2020	Post-It Notes Flags with 2 Arrow Flags 35 Flas/Pad-Pk of 8 - Accounting	11.95
	85768	07/15/2020	SHARPIE ACCENT HIGHLIGHTER YELLOW BOX 619627	6.46
	85768	07/15/2020	PLASTIC CLIPBOARD 165076	3.38
	85768	07/15/2020	POST IT NOTES CAPE TOWN 1-1/2X2 PK/12 561894	9.50
	85768	07/15/2020	OFFICE DEPOT STICKY NOTES 1-1/2X2 YELLOW PK/12 442306	1.66
	85768	07/15/2020	BIC ROUND STIC BLUE INK BOX 255876	5.29
	85768	07/15/2020	BIC ROUND STIC BLACK BOX 664011	5.29
	85813	07/15/2020	Coffeemate Liquid Creamer - French Vanilla	19.67 M
	85813	07/15/2020	Coffeemate Liquid Creamer - Original Flavor	14.11 M
	85813	07/15/2020	Executive Suite Non-Dairy Creamer 12oz Pack of 3	8.98 M
	85813	07/15/2020	Carnation Half and Half .304ox Carton of 180	16.79 M
	85813	07/15/2020	Green Mountain Coffee - Brakfast Blend 18oz Bag	11.99 M
	85813	07/15/2020	Brenton Studio Black Mesh 5 Compartment Incline Sorter	51.96 M
	85813	07/15/2020	OD Reinforced File Folder 1/3 Cut Tab Letter Size Manila Box of 100	51.35 M
	85813	07/15/2020	Scotch Magic Tape 3/4 x 900 Clear Pack of 10	17.30 M
	85813	07/15/2020	Dixie Plastic Utensils - Spoons White Box of 100	7.58 M

Payee	Check Number	Check Issue Date	Description	Amount
	85813	07/15/2020	At-A-Glance 2-Month Wall Calendar 22x29 Jan-Dec 2021 PM928	35.71 M
	85813	07/15/2020	OD Reinforced File Folders Legal Size 1/3 Cut Tabs Manila Box of 100	28.45 M
Total OFFICE DEPOT:				1,117.77
PERS-RETIREMENT				
	7092001	07/09/2020	Unfunded Accrued Liability	981,445.00 M
	7092001	07/09/2020	Unfunded Accrued Liability	13,944.00 M
	7092001	07/09/2020	Unfunded Liability Lump Sum Payment	1,315,000.00 M
Total PERS-RETIREMENT:				2,310,389.00
PINNACLE TOWERS INC.				
	85859	07/15/2020	TOWER RENTAL	758.09 M
Total PINNACLE TOWERS INC.:				758.09
PLATT ELECTRIC COMPANY				
	85814	07/15/2020	THBLTC100TB 489460 LIQUIDTIGHT FLEXIBLE CONDUIT 100FT	524.88 M
	85814	07/15/2020	LEV145121 34404 SINGLE POLE TOGGLE SWITCH	10.16 M
	85814	07/15/2020	LEVCR201 18047 20A DUPLEX RECEPTACLE	22.06 M
	85846	07/15/2020	0334865 LPCG50 CORD CONNECTOR	405.57 M
	85846	07/15/2020	0028507 30-273 WIRE CONNECTOR	45.84 M
	85846	07/15/2020	0028489 30-072 WIRE CONNECTOR	53.77 M
	85846	07/15/2020	0028491 30-074 WIRE CONNECTOR	14.65 M
	85846	07/15/2020	0028493 30-076 WIRE CONNECTOR	36.64 M
	85868	07/15/2020	THERMOSTAT/ CAT K101-C 0093810	103.21 M
Total PLATT ELECTRIC COMPANY:				1,216.78
PRAXAIR DISTRIBUTION INC				
	85817	07/15/2020	CYLINDER RENTALS	72.28 M
Total PRAXAIR DISTRIBUTION INC:				72.28
PROMANTEK INC				
	85878	07/15/2020	TRAKSTER PERFORMANCE MAGMT SOFTWARE ANNUAL SUBSCRIPTION 2N	4,175.00 M
Total PROMANTEK INC:				4,175.00
QUADIENT				
	85855	07/15/2020	QUARTERLY BILL METER RENTAL	173.66 M
Total QUADIENT:				173.66
RADWELL INTERNATIONAL				
	85864	07/15/2020	REBUILD KIT, ASCO, 306192M	838.32 M
Total RADWELL INTERNATIONAL:				838.32
RED WING BUSINESS ADVANTAGE ACCOUNT				
	85838	07/15/2020	BOOTS, SALINAS	186.99 M
	85875	07/15/2020	BOOTS, OHAIR	151.02 M
Total RED WING BUSINESS ADVANTAGE ACCOUNT:				338.01

Payee	Check Number	Check Issue Date	Description	Amount
RENO BUSINESS INTERIORS				
	85819	07/15/2020	STEEL U DESK W/ RIGHT RETURN, NO DRAWERS, INSTALLED PER QUOTE	1,417.95 M
	85819	07/15/2020	INSTALLATION	375.00 M
Total RENO BUSINESS INTERIORS:				1,792.95
REXEL				
	85769	07/15/2020	ALLAN BRADLEY POWER FLEX 525 1 HP DRIVE 25B-D2P3N104	791.73
	85862	07/15/2020	AB-20-HIM-A6	224.08 M
	85862	07/15/2020	AB 20-HIM B1 Bezel	119.51 M
	85862	07/15/2020	AB Powerflex 753 AC Drive	5,850.26 M
	85862	07/15/2020	AB 20-750-PBUS Profibus Adapter	569.47 M
Total REXEL:				7,555.05
RICHARD PALLANTE				
	85770	07/15/2020	REIMBURSEMENT	218.00
Total RICHARD PALLANTE:				218.00
ROBERT GRAY				
	85831	07/15/2020	REIMBURSEMENT	119.00 M
Total ROBERT GRAY:				119.00
ROSHELLE CHAVEZ				
	85857	07/15/2020	REIMB CELL PHONE	42.80 M
Total ROSHELLE CHAVEZ:				42.80
ROY SMITH COMPANY				
	85771	07/15/2020	BULK LIQUID OXYGEN	2,722.64
	85771	07/15/2020	LIQUID OXYGEN	3,473.66
	85818	07/15/2020	BULK LIQUID OXYGEN	3,625.09 M
Total ROY SMITH COMPANY:				9,821.39
SEAL ANALYTICAL INC				
	85856	07/15/2020	2020-2021 ANNUAL SERVICE CONTRACT	4,510.00 M
Total SEAL ANALYTICAL INC:				4,510.00
SIERRA ELECTRONICS				
	85815	07/15/2020	CP200 BATTERY	346.40 M
Total SIERRA ELECTRONICS:				346.40
SIERRA NORTHWEST PROPERTIES				
	85881	07/15/2020	SVC CHARGE REFUND	520.80 M
Total SIERRA NORTHWEST PROPERTIES:				520.80
SIERRA SYSTEMS INC				
	85852	07/15/2020	MONTHLY BILL	600.00 M
Total SIERRA SYSTEMS INC:				600.00

Payee	Check Number	Check Issue Date	Description	Amount
SMARTCOVER SYSTEMS				
	85772	07/15/2020	ASM-SC1R RENEWAL: SMARTLEVEL ONE YEAR SERVICE	364.00
Total SMARTCOVER SYSTEMS:				364.00
SOLENIS				
	85773	07/15/2020	K290FLX 3 TOTES	11,968.75
Total SOLENIS:				11,968.75
SOUTHWEST GAS CORP.				
	85820	07/15/2020	NATURAL GAS	87.43 M
	85820	07/15/2020	NATURAL GAS	786.93 M
Total SOUTHWEST GAS CORP.:				874.36
SOUTHWEST VALVE LLC				
	85774	07/15/2020	MILLIKEN 4" ECCENTRIC PLUG VALVE 601N1AGHW	1,968.01
Total SOUTHWEST VALVE LLC:				1,968.01
Sunrise Environment Scientific				
	85816	07/15/2020	16 OZ BOTTLES DERMI GEL HAND SANITIZER	401.17 M
Total Sunrise Environment Scientific:				401.17
TAHOE FOREST HOSP. DIST./TAHOE WORX				
	85844	07/15/2020	EMPLOYEE SCREENING	125.00 M
Total TAHOE FOREST HOSP. DIST./TAHOE WORX:				125.00
TAHOE TRUCKEE DISPOSAL				
	85821	07/15/2020	SLUDGE	3,367.18 M
	85821	07/15/2020	CENTRIFUGE	15,807.43 M
Total TAHOE TRUCKEE DISPOSAL:				19,174.61
TELSTAR				
	85822	07/15/2020	O-RING OV-11-212	45.47 M
	85822	07/15/2020	SPRING S-125	513.11 M
	85822	07/15/2020	O-RING OV-11-210	89.85 M
	85822	07/15/2020	VEGA VENT EXHAUST GAS ARRESTOR 23418	1,283.61 M
Total TELSTAR:				1,932.04
THATCHER COMPANY OF CA INC				
	85775	07/15/2020	METHANOL	10,105.79
	85775	07/15/2020	CHLORINE	7,800.00
	85775	07/15/2020	CHLORINE EMPTIES	4,000.00-
	85823	07/15/2020	METHANOL	9,986.03 M
Total THATCHER COMPANY OF CA INC:				23,891.82
THE UNION				
	85827	07/15/2020	2020 DIGITAL SCANNING OF SEWER LINES ADV	601.08 M
	85827	07/15/2020	NOTICE OF PUBLIC HEARING- REPORT OF DELINQUENT SVC	280.76 M

Payee	Check Number	Check Issue Date	Description	Amount
Total THE UNION:				881.84
THOMSON WEST				
	85776	07/15/2020	MONTHLY BILL	347.75
Total THOMSON WEST:				347.75
TIFFANY HAMBRICK				
	85835	07/15/2020	REIMBURSEMENT - REISSUE CHECK	25.00 M
Total TIFFANY HAMBRICK:				25.00
TIP INC.				
	85777	07/15/2020	TRANSFER AUTHORIZATION FORM STARTING AT # 4226 TRIPPLICATE PACK	117.99
Total TIP INC.:				117.99
TITAN WIRE & CABLE				
	85778	07/15/2020	MTW 14 AWG 1C (STR) BROWN	181.99
	85778	07/15/2020	MTW 14 AWG 1X (STR) YELLOW	124.49
	85778	07/15/2020	16-03SJOOW (1000 FEET)	429.27
	85778	07/15/2020	THHN 14 AWD 1C (STR) BRN	64.95
	85778	07/15/2020	CREDI FOR INVOICE 10048042	124.49-
	85867	07/15/2020	BLACK 12 AWG MTW WIRE 01-MTW-12X-BLK (500 FT).17	125.46 M
Total TITAN WIRE & CABLE:				801.67
TOYOTA MATERIAL HANDLING, TMH				
	85824	07/15/2020	2 NEW TAYLOR DUNN B-200 EELCTRICK FLATBED VEHICLES PER EXECUTE	10,529.41 M
	85824	07/15/2020	2 NEW TAYLOR DUNN B-200 EELCTRICK FLATBED VEHICLES PER EXECUTE	10,529.41 M
Total TOYOTA MATERIAL HANDLING, TMH:				21,058.82
TRANE COMPANY				
	85779	07/15/2020	ANNUAL CHILLER START UP PER EXECUTED AGREEMENT	534.00
	85779	07/15/2020	TRIP CHAREGE	85.00
	85779	07/15/2020	FUEL CHARGE	50.00
Total TRANE COMPANY:				669.00
TRUCKEE DONNER PUD				
	85780	07/15/2020	ELECTRIC BILL	4.60
	85780	07/15/2020	ELECTRIC BILL	41.45
	85780	07/15/2020	ELECTRIC BILL	5.34
	85780	07/15/2020	ELECTRIC BILL	48.11
	85780	07/15/2020	ELECTRIC BILL	2.73
	85780	07/15/2020	ELECTRIC BILL	24.59
	85780	07/15/2020	ELECTRIC BILL	6,554.70
	85780	07/15/2020	ELECTRIC BILL	58,992.33
	85780	07/15/2020	WATER BILL	11.68
	85780	07/15/2020	WATER BILL	105.12
Total TRUCKEE DONNER PUD:				65,790.65
TRUCKEE RENTS INC				
	85825	07/15/2020	WEED EATER STRING .095"	17.31 M

Payee	Check Number	Check Issue Date	Description	Amount
	85825	07/15/2020	WEED EATER STRING .105"	17.31 M
Total TRUCKEE RENTS INC:				34.62
U.S. BANK BANK CARD DIVISION				
	7312001	07/31/2020	NETGEAR ACCESS POINT	433.04 M
	7312001	07/31/2020	I&E TRAINING	400.00 M
	7312001	07/31/2020	RELAY'S	181.56 M
	7312001	07/31/2020	USB WEBCAMS/WIRELESS KEYBOARD/PROTECTION PLAN	394.26 M
	7312001	07/31/2020	DRYER	583.58 M
	7312001	07/31/2020	TRIGGER START TOUCH KIT	137.42 M
	7312001	07/31/2020	HEADPHONES	194.72 M
	7312001	07/31/2020	DISPOSABLE FACE MASKS	107.34 M
	7312001	07/31/2020	MONTHLY BILLING	64.97 M
	7312001	07/31/2020	MONTHLY BILLING	17.99 M
	7312001	07/31/2020	MONTHLY BILLING	309.50 M
	7312001	07/31/2020	MONTHLY BILLING	899.99 M
	7312001	07/31/2020	MONTHLY BILLING	7.31 M
	7312001	07/31/2020	MONTHLY BILLING	84.00 M
	7312001	07/31/2020	6" COUPLING PVC	80.60 M
	7312001	07/31/2020	LITTLE GIANT SUBMERSIBLE SEWAGE PUMP	993.70 M
	7312001	07/31/2020	2" FLANGE SOLID SCH 80	176.99 M
	7312001	07/31/2020	VERMONT AMERICAN TAP AND DRILL SET	89.48 M
	7312001	07/31/2020	ROTO-BINDICATOR PRO POWER PAK	572.08 M
	7312001	07/31/2020	INSPECT REPAIR SPX 7000	148.26 M
	7312001	07/31/2020	PERIPHYTON SAMPLER	296.33 M
	7312001	07/31/2020	SIZE 24 MODEL MOUNTED FAN/OPTIONAL BACKDRAFT DAMPER	2,612.39 M
	7312001	07/31/2020	8 HOUR HAZWOPER REFRESHER TRAINING	1,318.35 M
	7312001	07/31/2020	PROTECTA PRO 6FT STRETCH SHOCK ABSORBING BUNGEE	153.99 M
	7312001	07/31/2020	DUO-SPORE BIOLOGICAL INDICATOR TEST	218.38 M
	7312001	07/31/2020	PROFESSIONAL MEMBERSHIP	219.00 M
	7312001	07/31/2020	MANAGERS LUNCH	55.70 M
	7312001	07/31/2020	MEMBERSHIP RENEWAL GRIFFIN	502.00 M
	7312001	07/31/2020	TEXT MESSAGING	10.00 M
	7312001	07/31/2020	DIGITAL USB-C AV ADAPTOR	74.69 M
Total U.S. BANK BANK CARD DIVISION:				11,337.62
ULINE				
	85781	07/15/2020	SINGLE USE SALINE S-21109	250.84
Total ULINE:				250.84
UNIFIRST CORPORATION				
	85782	07/15/2020	HATS	389.71
	85782	07/15/2020	HATS	389.71
	85782	07/15/2020	UNIFORMS	4.29
	85782	07/15/2020	UNIFORMS	69.41
	85782	07/15/2020	UNIFORMS	12.89
	85782	07/15/2020	UNIFORMS	7.34
	85782	07/15/2020	UNIFORMS	12.89
	85782	07/15/2020	UNIFORMS	7.34
	85782	07/15/2020	UNIFORMS	114.88
	85782	07/15/2020	UNIFROMS	10.57
	85782	07/15/2020	UNIFORMS	11.14
	85782	07/15/2020	UNIFORMS	55.99
	85782	07/15/2020	UNIFROMS	114.88

Payee	Check Number	Check Issue Date	Description	Amount
	85782	07/15/2020	UNIFORMS	10.57
	85782	07/15/2020	UNIFORMS	11.14
	85782	07/15/2020	UNIFORMS	94.75
	85782	07/15/2020	UNIFORMS	4.29
	85782	07/15/2020	UNIFORMS	69.41
	85826	07/15/2020	UNIFORMS	11.14 M
	85826	07/15/2020	UNIFORMS	55.99 M
	85826	07/15/2020	UNIFORMS	4.29 M
	85826	07/15/2020	UNIFORMS	69.41 M
	85826	07/15/2020	UNIFORMS	12.89 M
	85826	07/15/2020	UNIFORMS	7.34 M
	85826	07/15/2020	UNIFORMS	114.88 M
	85826	07/15/2020	UNIFORMS	10.57 M
	85874	07/15/2020	UNIFORMS	12.89 M
	85874	07/15/2020	UNIFORMS	7.34 M
	85874	07/15/2020	UNIFORMS	116.55 M
	85874	07/15/2020	UNIFORMS	10.57 M
	85874	07/15/2020	UNIFORMS	11.51 M
	85874	07/15/2020	UNIFORMS	55.99 M
	85874	07/15/2020	UNIFORMS	4.53 M
	85874	07/15/2020	UNIFORMS	69.41 M
	85882	07/15/2020	EMBLEMS & SSTE	1,135.33 M
	85882	07/15/2020	EMBLEMS & SSTE	756.89 M
	85882	07/15/2020	T-SHIRTS	322.16 M
	85882	07/15/2020	T-SHIRTS	214.77 M
Total UNIFIRST CORPORATION:				4,395.65
UNITED PARCEL SERVICE, UPS				
	85783	07/15/2020	UPS FOR PEARPOINT PO 32480	80.17
	85847	07/15/2020	UPS SHIPPING CHARGES	34.83 M
Total UNITED PARCEL SERVICE, UPS:				115.00
VERIZON WIRELESS				
	85829	07/15/2020	VERIZON BILL	58.62 M
	85829	07/15/2020	VERIZON BILL	50.38 M
	85829	07/15/2020	VERIZON BILL	210.62 M
	85829	07/15/2020	VERIZON BILL	58.62 M
	85829	07/15/2020	VERIZON BILL	29.31 M
Total VERIZON WIRELESS:				407.55
VICKY LUFRANO				
	85784	07/15/2020	REIMB WELLNESS EMBROIDERY	476.37
	85833	07/15/2020	REIMBURSEMENT	400.00 M
	85858	07/15/2020	REIMB CELL PHONE	42.80 M
Total VICKY LUFRANO:				919.17
VWR SCIENTIFIC INC				
	85785	07/15/2020	PIPETTOR TIPS 5 ML 53514-144	460.96
	85785	07/15/2020	100 ML CLASS A VOLUMETRIC FLASKS 10545-992	419.28
	85785	07/15/2020	5 ML VOLUMETRIC PIPETS CLASS A 75856-820	403.08
	85785	07/15/2020	25 ML VOLUMETRIC PIPETS CLASS 1 75856-838	190.99
	85785	07/15/2020	GREEN NEOPRENE STOPPERS SIZE "00" 59589-096	87.82
	85828	07/15/2020	Iron Atomic Absorption 200057-890	273.29 M

Payee	Check Number	Check Issue Date	Description	Amount
Total VWR SCIENTIFIC INC:				1,835.42
WATER ENVIRONMENTAL FEDERATION				
	85886	07/15/2020	WEF MEMBERSHIP RICHARD PALLANTE	332.00 M
Total WATER ENVIRONMENTAL FEDERATION:				332.00
WESTERN ENV. TESTING LAB.				
	85786	07/15/2020	INVOICE 123501	76.91
	85786	07/15/2020	INVOICE 123504	76.50
	85786	07/15/2020	INVOICE 123630	76.91
	85786	07/15/2020	INVOICE 123633	75.40
	85786	07/15/2020	INVOICE 123639	75.40
	85786	07/15/2020	INVOICE 123643	75.40
	85786	07/15/2020	INVOICE 123775	76.91
Total WESTERN ENV. TESTING LAB.:				533.43
WILEY, PRICE & RADULOVICH				
	85787	07/15/2020	LEGAL FEES	7,012.00
	85841	07/15/2020	LEGAL FEES	6,913.40 M
Total WILEY, PRICE & RADULOVICH:				13,925.40
Grand Totals:				3,156,899.80



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: IV-3
Subject: Approval of Progress Pay Estimate No. 4 for the 2019 Roof Repair project

Background

The 2019 Roof Repair project follows up on last year's work to repair critical roof areas that have reached the end of their life cycles and need to be replaced. During the winter of 2018/2019, staff noted several roof areas in various buildings throughout the plant that needed repair or replacement.

In this project, the Agency will be completely replacing the roof areas for the following facilities:

- Building 1, Administration Building
- Building 4, Middle Roof and Thickening Roof
- Building 27, Electrical Supply Building
- Building 32, Digester Building (New Side)
- Buildings 13 & 53, C&CT

In the month of July, the contractor completed all work on the roof of Building 1 (Administration Building) and completed most of the work on the roof of Building 4 (Thickening Roof). Progress Pay Estimate No. 4 is to compensate the contractor for this work. The remaining areas listed above are expected to be completed no later than October 2020.

Fiscal Impact

Withholding 5% for retention from Progress Pay Estimate No. 4 would yield a payment to the contractor of \$399,776.05.


Attachments

Progress Pay Estimate No. 4.

Recommendation

Management and staff recommend approval of Progress Pay Estimate No. 4 for the 2019 Roof Repair project.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



Tahoe-Truckee Sanitation Agency
2019 Roof Repair Project

Progress Pay Estimate No. 4

June 28, 2020 to July 28, 2020

OWNER:

Tahoe-Truckee Sanitation Agency
 13720 Butterfield Drive
 Truckee, CA 96161

CONTRACTOR:

CentiMark Corporation
 1010 Winding Creek Rd, Ste 130
 Roseville, CA 95678

ITEM NO.	BID ITEM DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	UNIT	CONTRACT TOTAL	PERCENTAGE	TOTAL EARNED
1A	Building 4 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$24.84	3,320	FT ²	\$82,468.80	100.00%	\$82,468.80
1B	Building 4 Remove and replace damaged substrate; and perform all related work as described in the Contract Documents.	\$80.00	25	FT ²	\$2,000.00	100.00%	\$2,000.00
2A	Building 27 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$32.38	2,545	FT ²	\$82,407.10	100.00%	\$82,407.10
2B	Building 27 Remove and replace damaged substrate; and perform all related work as described in the Contract Documents.	\$80.00	25	FT ²	\$2,000.00	100.00%	\$2,000.00
3A	Building 32 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$64.68	1,130	FT ²	\$73,088.40	100.00%	\$73,088.40
3B	Building 32 Roof Repair; install walkway pads as shown in the Contract Documents.	\$27.60	1,000	FT ²	\$27,600.00	100.00%	\$27,600.00
4A	Building 13 & 53 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents.	\$20.91	6,330	FT ²	\$132,360.30	100.00%	\$132,360.30
4B	Building 13 & 53 Remove and replace damaged substrate; and perform all related work as described in the Contract Documents.	\$80.00	25	FT ²	\$2,000.00	100.00%	\$2,000.00
5	Test roof for leaks on Buildings 4, 27, 32, 13 and 53.	\$3,465.50	4	Work Area	\$13,862.00	100.00%	\$13,862.00
6	20-year warranty: Provide a 20-year warranty covering all work and specified materials provided by the Contractor.	\$1,500.00	-	LS	\$1,500.00	0.00%	\$0.00
Change Order 2- Bldg.1	Building 1 Area "A" Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents, and Change Order 2	Lump Sum	-	LS	\$299,998.00	100.00%	\$299,998.00
Change Order 2- Bldg.1	Building 1 Area "B" Roof Repair; remove and replace part of the existing roof, and perform all related work as specified in the Contract Documents, and Change Order 2	Lump Sum	-	LS	\$39,318.00	100.00%	\$39,318.00
Change Order 2- Bldg.4	Building 1 Roof Repair; remove and replace existing roof, and perform all related work as specified in the Contract Documents, and Change Order 2	Lump Sum	-	LS	\$169,965.00	90.00%	\$152,968.50
Change Order 3	Deletion of Bid Items 1B, 2B, and 4B; replace damaged items; perform extra work at roof vent on Building 1.	Lump Sum	-	LS	\$ (5,750.00)	100%	(\$5,750.00)
TOTAL					\$922,817.60	98.00%	\$904,321.10

TOTAL EARNED TO DATE: **\$904,321.10**
 5% TOTAL RETENTION TO DATE: **\$45,216.06**
 TOTAL AMOUNT PREVIOUSLY PAID: **\$459,328.99**
TOTAL AMOUNT DUE CONTRACTOR: \$399,776.05

ACCEPTED BY:

CentiMark Corporation

BY:

DATE: 8-7-2020

APPROVED BY:

Tahoe-Truckee Sanitation Agency

BY:

DATE:



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: IV-4
Subject: Approval of Progress Pay Estimate No. 4 for the 2020 Plant Painting project

Background

The 2020 Plant Painting project consists of rehabilitating and recoating the following facilities: Primary Clarifier No. 66, Secondary Clarifier No. 54, Secondary Distribution Box No. 56, and Digester No. 31. During this pay period, the contractor completed most of the work scheduled for Primary Clarifier No. 66 and began work scheduled for Secondary Clarifier No. 54 as detailed on Progress Pay Estimate No 4.

Fiscal Impact

Withholding 5% for retention from Progress Pay Estimate No. 4 would yield a payment to the contractor of \$101,709.85.


Attachments

Progress Pay Estimate No. 4.

Recommendation

Management and staff recommend approval of Progress Pay Estimate No. 4 for the 2020 Plant Painting project.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



Tahoe-Truckee Sanitation Agency
2020 Plant Painting Project

Progress Pay Estimate No. 4
 June 28, 2020 to July 28, 2020

OWNER:
 Tahoe-Truckee Sanitation Agency
 13720 Butterfield Drive
 Truckee, CA 96161

CONTRACTOR:
 F.D. Thomas (Job # 626) (GL Code 06-09-15001)
 217 Bateman Dr
 Central Point, OR 97502

ITEM NO.	BID ITEM DESCRIPTION	UNIT PRICE	CONTRACT QUANTITY	UNIT	CONTRACT TOTAL	PERCENTAGE	TOTAL EARNED
1	Mobilization	1	LUMP SUM	N/A	\$ 7,000.00	100%	\$7,000.00
2	Demobilization	1	LUMP SUM	N/A	\$ 7,000.00	0%	\$0.00
3	Primary Clarifier No. 66: Dust containment	1	LUMP SUM	N/A	\$ 20,650.00	100%	\$20,650.00
4	Primary Clarifier No. 66: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 4,885.00	100%	\$4,885.00
5	Primary Clarifier No. 66: Remove existing coating	1	LUMP SUM	N/A	\$ 27,700.00	100%	\$27,700.00
6	Primary Clarifier No. 66: Grinding work	6	HOURS	\$ 116.00	\$ 696.00	0%	\$0.00
7	Primary Clarifier No. 66: Apply coating	1	LUMP SUM	N/A	\$ 24,935.00	100%	\$24,935.00
8	Primary Clarifier No. 66: Apply caulking	100	L.F.	\$ 6.50	\$ 650.00	0%	\$0.00
9	Primary Clarifier No. 66: Two year warranty	1	LUMP SUM	N/A	\$ 1,875.00	0%	\$0.00
10	Secondary Clarifier No. 54: Install dust containment	1	LUMP SUM	N/A	\$ 27,000.00	50%	\$13,500.00
11	Secondary Clarifier No. 54: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 4,885.00	100%	\$4,885.00
12	Secondary Clarifier No. 54: Perform inspection blast	1	LUMP SUM	N/A	\$ 6,120.00	0%	\$0.00
13	Secondary Clarifier No. 54: Perform welding repairs	15	HOURS	\$ 218.00	\$ 3,270.00	0%	\$0.00
13	Secondary Clarifier No. 54: Provide material for welding repairs	1	LUMP SUM	\$ 750.00	\$ 750.00	0%	\$0.00
14	Secondary Clarifier No. 54: Remove and replace bolts	88	EACH	\$ 57.00	\$ 5,016.00	0%	\$0.00
15	Secondary Clarifier No. 54: Remove existing coating	1	LUMP SUM	N/A	\$ 34,000.00	50%	\$17,000.00
16	Secondary Clarifier No. 54: Grinding work	12	HOURS	\$ 116.00	\$ 1,392.00	0%	\$0.00
17	Secondary Clarifier No. 54: Apply coating	1	LUMP SUM	N/A	\$ 26,700.00	0%	\$0.00
18	Secondary Clarifier No. 54: Apply caulking	100	L.F.	\$ 6.50	\$ 650.00	0%	\$0.00
19	Secondary Clarifier No. 54: Two year warranty	1	LUMP SUM	N/A	\$ 1,875.00	0%	\$0.00
20	Stripper Distribution Box: Install dust containment	1	LUMP SUM	N/A	\$ 2,870.00	0%	\$0.00
21	Stripper Distribution Box: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 1,925.00	0%	\$0.00
22	Stripper Distribution Box: Perform welding repairs	4	HOURS	\$ 309.00	\$ 1,236.00	0%	\$0.00
22	Stripper Distribution Box: Provide material for welding repairs	1	LUMP SUM	\$ 500.00	\$ 500.00	0%	\$0.00
23	Stripper Distribution Box: Remove existing coating	1	LUMP SUM	N/A	\$ 3,315.00	0%	\$0.00
24	Stripper Distribution Box: Grinding work	4	HOURS	\$ 118.00	\$ 472.00	0%	\$0.00
25	Stripper Distribution Box: Apply coating	1	LUMP SUM	N/A	\$ 6,770.00	0%	\$0.00
26	Stripper Distribution Box: Apply caulking	25	L.F.	\$ 19.00	\$ 475.00	0%	\$0.00
27	Stripper Distribution Box: Two year warranty	1	LUMP SUM	N/A	\$ 940.00	0%	\$0.00
28	Digester No. 31: Install and Remove dust containment	1	LUMP SUM	N/A	\$ 44,900.00	100%	\$44,900.00
29	Digester No. 31: Wash and clean existing coating	1	LUMP SUM	N/A	\$ 11,890.00	100%	\$11,890.00
30	Digester No. 31: Remove existing coating	1	LUMP SUM	N/A	\$ 59,300.00	100%	\$59,300.00
31	Digester No. 31: Provide plan to reposition Digester Cover	1	LUMP SUM	N/A	\$ 6,175.00	100%	\$6,175.00
32	Digester No. 31: Repositioning Digester Cover	1	LUMP SUM	N/A	\$ 76,280.00	100%	\$76,280.00
33	Digester No. 31: Grinding work	6	HOURS	\$ 116.00	\$ 696.00	0%	\$0.00
34	Digester No. 31: Apply coating	1	LUMP SUM	N/A	\$ 36,000.00	100%	\$36,000.00
35A	Digester No. 31: Apply cementitious repair mortar	160	S.F.	\$ 5.00	\$ 800.00	100%	\$800.00
35B	Digester No. 31: Apply epoxy modified mortar	1600	S.F.	\$ 32.00	\$ 51,200.00	100%	\$51,200.00
36	Digester No. 31: Apply caulking	100	L.F.	\$ 6.50	\$ 650.00	100%	\$650.00
37	Digester No. 31: Five year warranty	1	LUMP SUM	N/A	\$ 2,810.00	0%	\$0.00
CM#1	Contract Modification No. 1				\$ (6,195.00)	100%	(\$6,195.00)
CM#2	Contract Modification No. 2				\$ 609.00	100%	\$609.00
CM#3	Contract Modification No. 3				\$ 12,244.00	69%	\$8,418.00
TOTAL					\$ 522,911.00		\$410,582.00

TOTAL EARNED TO DATE: **\$410,582.00**
 5% TOTAL RETENTION TO DATE: **\$20,529.10**
 TOTAL AMOUNT PREVIOUSLY PAID: **\$288,343.05**
TOTAL AMOUNT DUE CONTRACTOR: \$101,709.85

ACCEPTED BY:

F.D. Thomas
 BY: *[Signature]*
 DATE: *8/4/20*

APPROVED BY:

Tahoe-Truckee Sanitation Agency
 BY:
 DATE:



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: IV-5
Subject: Approval of Progress Pay Estimate No. 3 for the Furnishing Portable Emergency Pump Systems project

Background

The Agency owns a variety of emergency bypass equipment to prevent or minimize the potential and magnitude of raw sewage spills both within the water reclamation plant and along the Truckee River Interceptor (TRI). This project retires an aging engine-driven pump and replaces it with a pair of identically sized Godwin pumps.

The contract documents state that the Agency will pay contractor ten percent (10%) of the purchase price upon approved shop drawing submittals, seventy five percent (75%) upon complete delivery of the equipment, and fifteen percent (15%) upon successful startup and completion of paperwork. During this pay period, the supplier achieved successful startup, completion of all paperwork, and fulfillment of all project closeout activities. As such, the remaining balance of the contract (15%) is due to the Contractor.

Fiscal Impact

Progress Pay Estimate No. 3 is for \$19,132.80.


Attachments

Progress Pay Estimate No. 3.

Recommendation

Management and staff recommend approval of Progress Pay Estimate No. 3 for the Furnishing Portable Emergency Pump Systems project.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



Tahoe-Truckee Sanitation Agency
FURNISHING PORTABLE EMERGENCY PUMP SYSTEMS

Progress Pay Estimate No. 3

PURCHASER:

Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, CA 96161

SELLER :

Pac Machine Company, Inc.
Attn:Chris Settlemeyer
8570 23rd Ave,
Sacramento, CA 95826

DESCRIPTION	UNIT	CONTRACT TOTAL	PERCENTAGE	TOTAL EARNED
TOTAL BID PRICE	L.S.	\$127,552.00	100.00%	\$ 127,552.00
TOTAL		\$127,552.00		\$ 127,552.00

TOTAL EARNED TO DATE: \$ 127,552.00
TOTAL AMOUNT PREVIOUSLY PAID: \$108,419.20
TOTAL AMOUNT DUE SELLER: \$19,132.80

ACCEPTED BY:

Pac Machine Company, Inc.

BY:

DATE:

W. S. Kesel / Pres
7/30/2020

APPROVED BY:

Tahoe-Truckee Sanitation Agency

BY:

DATE:



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: V-1
Subject: Report from July 15, 2020 closed session meeting

Background

At the conclusion of the closed session discussion at the July 15, 2020 Board of Directors meeting, the meeting was adjourned without providing a report from closed session.

A report of the closed session discussion is to be provided.

Fiscal Impact

None.

Attachments

None.

Recommendation

Management recommends a report from the July 15, 2020 closed session meeting.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: V-2
Subject: Approval of Agency Telecommuting Policy

Background

The Tahoe-Truckee Sanitation Agency Employee Handbook became effective in April 2020. As we approach a Fall 2020 administration office remodel which will have several employees displaced for up to a two-month time period, we foresee the need for a Telecommuting Policy.

The attached policy helps define the parameters which are considered prior to authorizing telecommuting. Additionally, the policy helps define expectations for those that are able to telecommute.

Fiscal Impact

Equipment costs for telecommuting employees.


Attachments

Telecommuting Policy.

Recommendation

Management and staff recommend approval of the Agency Telecommuting Policy.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



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Dan Wilkins: Vice President
Jon Northrop
Blake Tresan
S. Lane Lewis
General Manager
LaRue Griffin

Telecommuting Policy

I. Purpose

Telecommuting is an arrangement authorized in advance by the department manager that allows eligible employees to work in a designated area off-site and outside their general Agency workspace. Telecommuting is a cooperative arrangement between employees, supervisors, department managers and employing departments.

II. Policy

Telecommuting is a privilege, not a right. All T-TSA employees who telecommute must first enter into an approved written telecommuting agreement.

Telecommuting does not change the duties, terms, or conditions of T-TSA employment. Telecommuting employees must continue to comply with all T-TSA rules, policies, practices, and instructions, just as employees working on site must do.

A telecommuting employee must perform work only during scheduled telecommuting hours.

The department manager may deny, end, or modify a telecommuting agreement for any appropriate business reason. Similarly, a telecommuting employee may request to end or to change a telecommuting agreement at any time, upon notice to the department manager.

Departments have the sole discretion to provide equipment, software, or supplies to telecommuting employees, or alternatively, to allow employees to use their personal equipment while telecommuting.

All Agency policies and rules regarding the use of computers and the internet apply while an employee is telecommuting, regardless of whether the employee is using Agency provided or personal equipment to conduct Agency business. (See Technology Use Policy).

III. Eligibility

Eligibility for telecommuting is based on both the job classification and the employee. Not every job classification, and not every employee, is necessarily well-suited for telecommuting.

A. Position Eligibility

An employee's position may be suitable for telecommuting when the job duties:

- Are independent in nature.
- Do not require frequent interaction at the worksite with supervisors, coworkers, customers, or the public.
- Do not require the employee's immediate presence at the worksite to address unscheduled and/or emergency events.
- Are not essential to the management of on-site operations.

Telecommuting Policy

Page 2

B. Employee Eligibility

Employees may be suitable for telecommuting when they have consistently demonstrated, for example:

- Dependability and responsibility.
- Effective communication with supervisors, coworkers, and customers.
- Motivation.
- The ability to work independently.
- A consistently high rate of productivity.
- A high level of skill and knowledge of the job.
- The ability to prioritize work effectively.
- Good organizational and time management skills.

Employees who are on probation, or who are not meeting performance or conduct expectations, are generally not eligible to telecommute.

Employees who telecommute must be available to work at the regular worksite on telecommuting days if needed.

IV. **Work Hours**

All the rules for work hours applicable at the Agency worksite are also applicable while telecommuting.

That is:

- Telecommuting employees must perform designated work during scheduled work hours.
- Employees must account for and report time spent telecommuting the same way they would at the Agency worksite, or according to the terms of the telecommuting agreement.
- Teleworking non-exempt employees may not work overtime unless directed to do so, and approved in advance, by the supervisor or department manager.
- Employees must obtain approval to use vacation, sick, or other accrued leave in the same manner as employees who do not telecommute.
- Telecommuting employees who become ill must report the hours actually worked, if any, and use sick leave for hours not worked.

V. **Worksite**

A telecommuting employee must designate a work area in their home suitable for performing their Agency work duties. The employee must perform work in the designated area when telecommuting. Requirements for the designated work area will vary depending on the nature of the work and the equipment needed.

Telecommuting employees must work in an environment that allows them to perform their duties safely and efficiently.

Employees are covered by workers' compensation laws when performing work duties at their designated alternate locations during regular work hours. Employees who suffer a work-related injury or illness while telecommuting must notify their supervisor and complete any required forms immediately.

Telecommuting Policy

Page 3

VI. Equipment and Supplies

Employees must contact their supervisor or department manager if equipment, connectivity, or other supply problems temporarily prevent them from telecommuting.

A. Agency Equipment

Equipment, software, or supplies on loan from T-TSA to telecommuting employees are to be used Agency business only. The employee must immediately return all Agency equipment, software, and supplies at the conclusion of the telecommuting arrangement or at the department's request.

A telecommuting employee must protect Agency equipment, software, and supplies from possible theft, loss, and damage.

Any equipment, software, files, and databases loaned by the Agency to the telecommuting employee remain the property of the Agency.

B. Personal Equipment

Employees who use their personal equipment for telecommuting are responsible for the installation, repair, and maintenance of the equipment.

VII. Security of Confidential Information

All files, records, papers, or other materials created while telecommuting are Agency property. Departments may prohibit employees from printing Agency confidential information in telecommuting locations to avoid breach of confidentiality.



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General Manager
LaRue Griffin

Telecommuting Agreement Form

I. EMPLOYEE INFORMATION

Name: _____

Job Title: _____

Department: _____

II. TELECOMMUTE INFORMATION

This agreement is for a limited duration telecommuting arrangement. This agreement will begin on _____ and end on _____ or when determined by the department manager.

Address of telecommute work site: _____

Scheduled Telecommute Days	Sunday	From: _____	To: _____
	Monday	From: _____	To: _____
	Tuesday	From: _____	To: _____
	Wednesday	From: _____	To: _____
	Thursday	From: _____	To: _____
	Friday	From: _____	To: _____
	Saturday	From: _____	To: _____

Method of Communication while Telecommuting:

- Phone – phone number: _____
- Agency Email: _____

Telecommuting Equipment:

The Agency will loan you the following equipment for the duration of this Telecommute Agreement:

- Laptop: _____ Employee's Initials of Receipt _____
- Other: _____ Employee's Initials of Receipt _____

Telecommuting Agreement Form

Page 2

Telecommuting Work Plan

Work you will perform while telecommuting: _____

Additional department specific requirements: _____

III. EMPLOYEE ACKNOWLEDGEMENTS

- I have read, understand, and will comply with the T-TSA Telecommuting Policy, which governs my telecommuting arrangement.
- I acknowledge receipt of the Agency equipment described above, which was loaned to me during this telecommuting agreement. I understand and agree that I am responsible for maintaining the safety and security of Agency equipment, supplies, and information while telecommuting.
- I acknowledge that my designated off-site telecommuting workspace complies with all health and safety requirements.
- I agree to accurately record and submit the hours I work while telecommuting.
- I understand and agree that I must come into the office on a regularly scheduled telecommute day when my department requires me to do so.
- I understand I must contact my supervisor or department manager if equipment, connectivity, or other supply problems temporarily prevent me from telecommuting.
- I agree to comply with all terms and conditions in this Telecommuting Agreement. If I fail to do so at any time, I understand that my telecommuting agreement may be ended. Furthermore, I understand that my telecommuting agreement may be ended prior to the specified end date stated above at any time.

IV. EMPLOYEE SIGNATURE

Employee Signature

Date: _____

V. DEPARTMENT MANAGER REVIEW AND APPROVAL

Department Manager Signature

Date: _____



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: V-3
Subject: Approval of Agency Accrued Paid Time Off Donation Policy

Background

The Tahoe-Truckee Sanitation Agency Employee Handbook became effective in April 2020. When deemed necessary, and as time allows, stand-alone policies may be added as enhancements to the Employee Handbook.

The Accrued Paid Time Off Donation Policy allows employees to donate accrued leave hours to other employees who are experiencing catastrophic illness or injury in their lives and have exhausted their own accrued leave. The policy sets forth the procedure and eligibility to donate and receive accrued leave hours.

Fiscal Impact

None.


Attachments


Accrued Paid Time Off Donation Policy.

Recommendation

Management and staff recommend approval of the Agency Accrued Paid Time Off Donation Policy.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager



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LaRue Griffin

Accrued Paid Time Off Donation Policy

I. Purpose

Accrued leave donation is a mechanism for staff to donate accrued paid sick, vacation, compensatory, or administrative leave hours to another employee who is experiencing, or whose family member has experienced, a catastrophic illness or injury, and who has exhausted their own accrued paid time off.

II. Policy

Employees who have exhausted all applicable paid leave (sick, vacation, compensatory, administrative), and who are experiencing a personal or family catastrophic illness or injury, may request accrued paid time be donated to them by other employees. Employees may donate accumulated but unused paid sick, vacation, compensatory or administrative leave hours to a specific employee who has requested additional paid leave.

III. Eligibility

A. The following eligibility requirements must be met to donate/receive accrued leave:

1. Donor

- Full time employee.
- Served a minimum of twelve (12) months of continuous service with the Agency and successful completion of probationary period.
- Donor must have sufficient accrued leave in order to donate leave to another employee. If donating from either sick accrued leave or vacation accrued leave, the donating employee must maintain a minimum of eighty (80) hours within the leave account from which they donate.

2. Recipient

- Full time employee.
- Served a minimum of twelve (12) months of continuous service with the Agency and successful completion of probationary period.
- All accrued paid time off has been exhausted.

Accrued Paid Time Off Donation Policy

Page 2

B. For purposes of this policy, “catastrophic illness or injury” means:

- The employee is unable to perform the duties of their position because of an illness or injury which is life threatening or which will require a lengthy convalescence; or
- The employee’s immediate family member (i.e., spouse, domestic partner, child, or parent) sustains an illness or injury which is life threatening or which will require a lengthy convalescence, and which requires the employee to take leave to care for the family member.

IV. Procedure

An eligible recipient employee must request in writing on the Accrued Paid Time Off Request Form, that a specific number of hours of accrued paid time off be transferred to them.

Donor employees are allowed to transfer voluntarily up to a maximum of eighty (80) hours of their accrued paid time off during any calendar year, to any single beneficiary employee who is eligible under this policy to receive donated time. Donations to another single employee may also be made during the same, or any other calendar year, but donations are limited to a maximum of eighty (80) hours of accrued paid time off from a particular donor to a particular recipient. Donors must complete and sign an Accrued Paid Time Off Donation Form.

Time must be donated in minimum one (1) hour increments and will be transferred to the beneficiary employee on an hour-for-hour basis, regardless of wage rate of donor employee or recipient employee.

Human Resources will review all requests for Accrued Paid Time Off Donations and determine whether or not to approve requests.

V. General Provisions

Once an employee donates hours, the donating employee waives any further right to the donated hours, and their paid time off account balance is reduced accordingly.

If a beneficiary employee terminates employment prior to exhausting donated paid time off, or otherwise does not need a portion of the donated paid time off, the remaining paid time off will be returned to the donating employee(s) in as fair a way as possible as determined by Human Resources.

VI. Denial of Application

The Agency’s Accrued Paid Time Off Donation Policy is not subject to any grievance or appeal procedures. The decision of Human Resources regarding any application for donation requests is final.



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LaRue Griffin

Accrued Paid Time Off Donation Form

I. DONOR EMPLOYEE INFORMATION

Name: _____

Job Title: _____

Department: _____

II. DONATION INFORMATION

I voluntarily wish to donate accrued leave as follows:

Sick	Number of Hours: _____
Vacation	Number of Hours: _____
Compensatory	Number of Hours: _____
Administrative	Number of Hours: _____

I wish to donate accrued leave (designated above) to the following employee: _____

III. EMPLOYEE ACKNOWLEDGEMENTS

- I have read the T-TSA Accrued Paid Time Off Donation Policy.
- I understand and agree that donated time will not be returned to me, except as noted in policy.

IV. EMPLOYEE SIGNATURE

Employee Signature

Date

V. HUMAN RESOURCES REVIEW AND APPROVAL

Human Resources Signature

Date



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Accrued Paid Time Off Request Form

I. REQUESTING EMPLOYEE INFORMATION

Name: _____

Job Title: _____

Department: _____

II. REQUESTOR INFORMATION

I request donated accrued leave as follows (number of hours requested): _____

III. EMPLOYEE ACKNOWLEDGEMENTS

- I have read the T-TSA Accrued Paid Time Off Donation Policy.
- I understand and agree that if I terminate employment prior to exhausting donated paid time off, or otherwise do not need a portion of the donated paid time off, the remaining paid time off will be returned to the donating employee(s) in as fair a way as possible as determined by Human Resources.

IV. EMPLOYEE SIGNATURE

Employee Signature

Date

V. HUMAN RESOURCES REVIEW AND APPROVAL

Human Resources Signature

Date



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Vicky Lufrano, Human Resources Administrator
Item: V-4
Subject: Approval of updated Laboratory Director classification description

Background

New classification descriptions, which accurately reflect duties of staff, became effective January 1, 2020. As a continuous effort to maintain the accuracy of the classification descriptions, and with the recent vacating of the position, there have been amendments to the description for the Laboratory Director classification as follows:

Laboratory Director – Adds language related to new and upcoming TNI standards, removes language related to laboratory reporting of results as it relates to ELAP requirements (CPO performs this function), incorporates preferred ELAP terminology, changes minimum overall experience and supervisory experience requirements to ensure strong supervisory skills.

Changes have been identified in red for tracking purposes and will be accepted pending Board approval.

Fiscal Impact

None.


Attachments


Laboratory Director classification description.

Recommendation

Management and staff recommend approval of updated Laboratory Director classification description.

Review Tracking

Submitted By: 
Vicky Lufrano
Human Resources Administrator

Approved By: 
LaRue Griffin
General Manager

TAHOE-TRUCKEE SANITATION AGENCY
Class Specification

Job Title: Laboratory Director

Department: Operations

FLSA Status: EXEMPT

Revised as of: 08/2020

DEFINITION

Plans, organizes, directs and supervises Laboratory operations within the Operations Department, including maintaining accreditation and completing and submitting a variety of regulatory reports; and provides highly responsible and complex administrative support to the Operations Department Manager.

DISTINGUISHING CHARACTERISTICS

The Laboratory Director performs full supervisory responsibilities including planning, assigning and evaluating the work of subordinates. In addition, this position is responsible for ~~the~~ overseeing the performance, recording and ~~quality assurance reporting~~ of laboratory testing.

SUPERVISION RECEIVED AND EXERCISED

Reports directly to, and receives general direction from the Operations Department Manager. Exercises direct supervision over assigned ~~professional~~ personnel.

EXAMPLES OF DUTIES: *the duties specified below are representative of the range of duties assigned to this class and are not intended to be an inclusive list.*

- Develops and implements goals and objectives related to assigned section; establishes schedules and methods for performance of laboratory testing; implements policies and procedures.
- Plans, prioritizes, assigns, supervises and reviews the work of laboratory staff; assumes the role of assigned staff, as needed.
- Evaluates operations and activities of assigned section; recommends improvements and modifications; prepares various reports on operations and activities.
- Assists the Operations Department Manager in developing and administering section budget; prepares cost estimates for budget recommendations; submits justifications for ~~staffing and~~ equipment, materials and supplies; monitors and controls expenditures.
- Recommends to the Operations Department Manager the selection of staff; provides or coordinates staff training; works with employees to correct deficiencies; implements discipline procedures; evaluates employee performance; drafts and conducts performance evaluations.

JOB TITLE: Laboratory Director

- Develops, revises and updates standard operating procedures (SOPs) and quality assurance program (including manual) per Environmental Laboratory Accreditation Program (ELAP) standards; ensures all requirements are met; reviews and approves data for use in regulatory reporting; enters data and maintains detailed records; posts analytical results, ensures all local and state requirements are met for accreditation purposes.
- Develops, revises and updates Agency Chemical Hygiene Plan.
- Develop, revise and update The National Environmental Laboratory Accreditation Program (NELAC) Institute (TNI) standards in preparation of future implementation.
- Coordinates, schedules, and performs sampling for routine and special project sampling for in-house testing, off-site sampling, and testing performed by contracted outside laboratories; provides drinking water testing services to other local agencies and clients; monitors and reviews test results; investigates and resolves inconsistent data or concerns.
- Coordinates and provides training for Operators, Operations Department Manager, Chief Plant Operator, Operations Supervisor and Operations Shift Supervisors as needed, to ~~meet competency~~ demonstrate capability per ELAP requirements.
- Tracks and purchases laboratory chemicals, supplies, equipment and parts; ensures equipment maintenance protocols are followed; determines need for, requests, and coordinates maintenance and repair of laboratory equipment; works with staff and technical support to troubleshoot and repair laboratory analyzers and equipment as needed.
- Assists operations staff with developing and revising strategies to optimize plant performance. Immediately reports any test result abnormalities to the Chief Plant Operator and Operations Department Manager.
- Ensures safety program is implemented; trains laboratory staff and general plant staff on safety requirements; maintains Safety Data Sheets and coordinates for hazardous waste handling and other safety requirements and protocols.
- Conducts research and prepares technical and administrative reports and studies; prepares written correspondence as necessary.
- May collect field and composite samples and data and transport according to prescribed protocols; may perform field sampling at off-site locations.
- Represents the Agency with dignity, integrity, and the spirit of cooperation in all relations with staff and the public.
- Builds and maintains positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Supervises the Operations staff when they are performing analyst work in the laboratory involving sampling, testing, recording, reporting, and quality assurance of required tests under the laboratory's ELAP certification.
- Performs related duties as assigned.

JOB TITLE: Laboratory Director

QUALIFICATIONS

Knowledge of:

- Principles, practices and procedures for biological, chemical, bacteriological and physical testing and analyses of water and wastewater including proper sampling procedures and EPA approved methods as dictated in Standard Methods.
- Principles and practices of research, analysis and laboratory functions as they relate to water and wastewater.
- Methods and procedures for the operation of laboratory instrumentation used in water and wastewater analysis.
- Principles and practices of supervision, training and evaluating performance.
- Principles and practices of budget monitoring.
- Principles and practices of safety management.
- Pertinent local, State and Federal laws, ordinances and rules.
- Modern office practices, methods, and computer equipment including relevant software programs.
- Operation of office equipment including personal computers, fax machines, copiers, printers, telephones, voicemail and e-mail systems, etc.
- Oral and written communication skills; business English including vocabulary, spelling, and correct grammatical usage and punctuation.
- Safe work practices.
- Principles and practices of customer service.

Ability to:

- Organize, implement and direct Laboratory operations/activities.
- On an ongoing basis, know and understand all requirements and essential aspects of the job including laws, regulations, rules and codes related to area of assignment; know and observe safety rules and identify hazards; intermittently locate, analyze, detect and diagnose problem equipment and determine solutions; train and explain processes to others; when so assigned, observe performance and input into review and evaluation of the work of others; problem solve issues related to area of assignment; remember various processes and requirements and how to operate equipment; intermittently access, review, and interpret and adjust or enter data on work orders, reports and other documents; identify, interpret and communicate technical and numerical information.
- Interpret and explain pertinent Agency and department policies and procedures.
- Assist in the development and monitoring of an assigned program budget.
- Develop and recommend policies and procedures related to assigned operations.
- Perform analysis of standard laboratory tests including using instrumentation, running calibrations, weighing, measuring, making standards, analyzing and interpreting reports and results.
- Perform mathematical, statistical, geometric and algebraic calculations common to water quality control laboratory analysis.

JOB TITLE: Laboratory Director

- Understand and carry out oral and written instructions, and prioritize workload to meet deadlines.
- Read, write and comprehend the English language at a level necessary for effective job performance, exercising correct English usage, vocabulary, spelling, grammar and punctuation.
- Communicate effectively, tactfully and positively in both oral and written form.
- Operate and use modern office equipment and technology, including computers and applicable software.
- Collect field and composite samples and data and transports according to prescribed protocols.
- Safely operate a snowmobile, ATV, or vehicle with chains installed, in inclement weather conditions.
- Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.
- Utilize appropriate safety procedures and practices for assigned duties.
- Supervise, train and evaluate performance of assigned staff.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Contribute effectively to the accomplishment of Agency goals, objectives and activities.

Experience and/or Education:

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Six Five years of increasingly responsible experience in the analysis of water, wastewater, solid waste, hazardous waste or other environmental samples; including **three two** years providing technical and functional supervision over assigned personnel.

Education:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in chemistry, biochemistry, biology, microbiology, environmental, sanitary or public health engineering, natural or physical science.

In lieu of the minimum educational requirements, the candidate must possess a CWEA Grade III Laboratory Analyst Certificate.

SPECIAL QUALIFICATIONS

License and Certificate:

Possession of a valid California or Nevada Class C Driver License is required at time of appointment.

JOB TITLE: Laboratory Director

Possession of a CWEA Grade IV Laboratory Analyst Certificate within three qualifying testing cycles of appointment (approximately 18 months).

PHYSICAL REQUIREMENTS

On a continuous basis, remain stationary at desk and in meetings for long periods of time; intermittently move, traverse and position self while performing duties in the field, laboratory or office; access equipment surrounding desk and in laboratory; activate, use and operate a computer and other office equipment and laboratory equipment; discern color-based test results and organisms through a microscope; use telephone; communicate through written means; and move or transport weight of 25 pounds or less.

WORKING/ENVIRONMENTAL CONDITIONS

Work is performed in a typical temperature controlled office environment subject to typical office noise. Some duties expose the incumbent to outdoor conditions and to all weather conditions. Possible exposure to chemicals (dust, gases, liquids, solids, fumes), odors and noise. Position may require work outside of regular business hours, as well as occasional weekend work.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-5
Subject: Approval to award bid for the 2020 Administration Building Remodel project

Background

The 2020 Administration Building Remodel project will involve a partial remodel to the Administration Building including new carpeting, tiling, baseboards, and paint in some of the spaces. A new layout of a “rotated” board room will also be provided, as approved by the Board of Directors earlier this year, with new furniture, blinds, and other miscellaneous items. The construction work contemplated would be performed by a contractor with assistance from Agency staff to prepare the building for the work and restore it to a fully functioning state afterwards. Field work is slated to occur between September 14, 2020 and December 4, 2020.

Three bids for the project were received on July 23, 2020 as follows:

- Bruce Purves Construction, Inc. (BPC), Sparks, NV: \$222,870.50
- Diamond G Construction, Inc. (DGC), Reno, NV: \$245,216.95
- CNW Construction, Inc. (CNW), Rescue, CA: \$388,760.00

The bid received from BPC was reviewed for responsiveness. Upon review, it was found that BPC would be performing less than 50 percent of the bid price work with its own organization, in conflict with the requirements set forth in Article 4.8.2 of the contract documents. As such BPC’s bid was rejected as non-responsive.

Review of the next lowest responsible and responsive bid (DGC) yielded a few minor irregularities in how the bidder completed the forms, but these irregularities were clarified by the bidder during bid review. It is recommended that these irregularities be waived.

Fiscal Impact

The bid price of the lowest responsive, responsible bid of \$245,216.95 is approximately 83% of the engineer’s estimate of \$296,000.00 for the project.


Attachments

None.

Recommendation

Management and staff recommend approval to waive irregularities and award the bid to Diamond G Construction, Inc. for the 2020 Administration Building Remodel project in the amount of \$245,216.95.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-6
Subject: Approval to advertise for the 2020 Headworks Improvements project

Background

The 2020 Headworks Improvements project entails retrofitting the existing headworks facility with new mechanical screens and a set of new redundant washer-compactor units. The work will be constructed by a general contractor due to the complexity of the modifications to be performed which includes demolition, structural modifications, architectural additions, mechanical modifications, electrical improvements, new instrumentation, and other associated trades. Also, a new flow control structure will be constructed upstream of the headwork facility complete with flow control gates, interconnecting piping, and other features. This structure will enhance the ability of the Agency's Operations Department to fully combine, split, and shave all raw sewage flows and recycle streams as they enter the plant.

The project field work is slated to occur during the summer and fall of 2021.

Fiscal Impact

The engineer's estimate for this project is \$2,030,000.


Attachments


Contract drawings.

Recommendation

Management and staff recommend approval to advertise for the 2020 Headworks Improvements project.

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

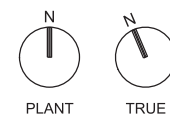
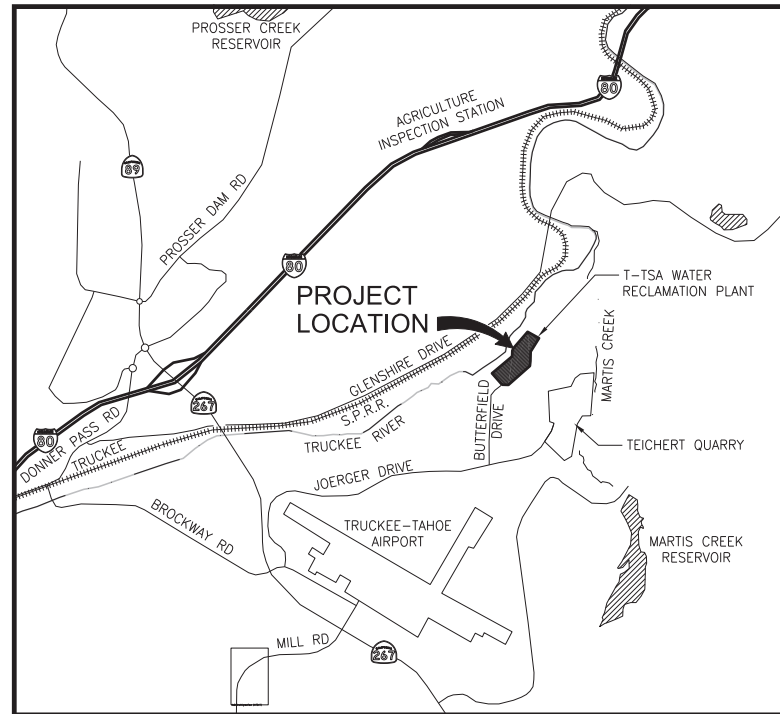
Approved By: 
LaRue Griffin
General Manager

TAHOE-TRUCKEE SANITATION AGENCY



REGIONAL WATER RECLAMATION PLANT 2020 HEADWORKS IMPROVEMENTS PROJECT VOLUME 2 OF 3

BID DOCUMENTS - JUNE 2020



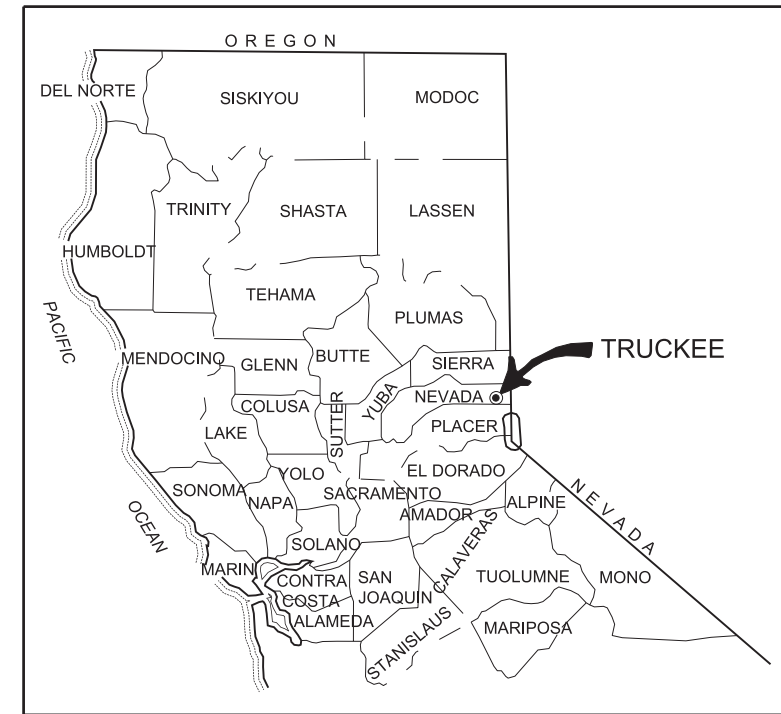
LOCATION MAP
NTS

BOARD OF DIRECTORS

PRESIDENT: DALE COX
 VICE PRESIDENT: DAN WILKINS
 DIRECTOR: JON NORTHRUP
 DIRECTOR: BLAKE TRESAN
 DIRECTOR: S. LANE LEWIS

APPROVED: _____

LARUE GRIFFIN, GENERAL MANAGER
 TAHOE-TRUCKEE SANITATION AGENCY
 13720 BUTTERFIELD DRIVE
 TRUCKEE, CALIFORNIA 96161



VICINITY MAP
NTS



06-16-2020

NO.	DATE	DR	D CAVE	B MEMEO	CHK	REVISION	BY	APVD

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 REDDING, CA 96001
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2020 HEADWORKS IMPROVEMENTS PROJECT
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 TRUCKEE, CA 96161
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JACOBS

GENERAL
 COVER SHEET,
 LOCATION MAP AND VICINITY MAP

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	G-001
SHEET	1 of 48

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SEE VOLUME 3 FOR STANDARD DETAILS					

DRAWING NUMBER DESIGNATION

7-M-201

DRAWING NUMBER

FACILITY NUMBER / NAME	DISCIPLINE
UDS UPSTREAM DIVERSION STRUCTURE	A ARCHITECTURAL C CIVIL D DEMOLITION E ELECTRICAL G GENERAL H HVAC / PLUMBING N INSTRUMENTATION AND CONTROLS R RENDERING S STRUCTURAL SM STRUCTURAL MECHANICAL M MECHANICAL Y YARD PIPING
PDS PLANT DIVERSION STRUCTURE	
7 HEADWORKS BUILDING	



06-16-2020

NO.	DATE	DGN	DR	REVISION	
				CHK	BY

D CAVE
D CAVE
B MEMEO
B MEMEO

SECTION AND DETAIL IDENTIFICATION

SECTION AND DETAIL DESIGNATORS

SECTION (LETTER) OR DETAIL (NUMERAL) DESIGNATOR

SHEET/DRAWING NUMBER WHERE SHOWN

ON DRAWING WHERE SECTION OR DETAIL IS DRAWN

SECTION (LETTER) OR DETAIL (NUMERAL) DESIGNATOR

SHEET WHERE REFERENCED (REPLACED WITH A LINE IF TAKEN AND SHOWN ON SAME SHEET)

SECTION OR DETAIL

SCALE AS DESIGNATED

STANDARD DETAIL DESIGNATION

DESIGN DETAIL DESIGNATION (NUMERAL)

SHOWN ON DESIGN DETAIL DRAWING(S)

SEE 3305-910

NOTE:
ALL DESIGN DETAILS ARE TYPICAL AND MUST BE USED IF DESIGN DETAIL DESIGNATION IS NOT SHOWN

KEY NOTE DESIGNATION

WHERE TAKEN

WHERE SHOWN

KEY NOTES:

- XXXXXX
- YYYYYY
- ZZZZZZ

GENERAL NOTES

- EXISTING PIPING, EQUIPMENT, AND TOPOGRAPHY IS SHOWN SCREENED AND/OR LIGHT-LINED. NEW PIPING, EQUIPMENT, STRUCTURE, AND FINISHED GRADE IS SHOWN HEAVY-LINED.
- THIS IS A STANDARD LEGEND. SOME SYMBOLS MAY APPEAR ON THE SHEET AND NOT BE USED ON THE DRAWINGS. NOT ALL OF THE ABBREVIATIONS SHOWN MAY BE USED ON THIS PROJECT.
- FOR ADDITIONAL DISCIPLINE SPECIFIC ABBREVIATIONS, SEE OTHER LEGENDS.

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GENERAL
DRAWING INDEX
AND GENERAL SYMBOLS

VERIFY SCALE

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DATE	JUNE 2020
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ABBREVIATIONS

Table of abbreviations and their full names. Columns include symbols like @, AB, ABS, AC, etc., and full names like ANCHOR BOLT, ACRYLONITRILE-BUTADIENE-STYRENE, ASPHALTIC CONCRETE, etc.



06-16-2020

Revision table with columns for NO., DATE, DSGN, DR, D CAVE, CHK, REVISION, APVD, BY, APVD, B MEMEO.

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Form containing project title 'GENERAL ABBREVIATIONS', JACOBS logo, and a verification scale section.

GENERAL NOTES

- 1. THIS IS A STANDARD ABBREVIATIONS SHEET...
2. FOR ADDITIONAL DISCIPLINE SPECIFIC ABBREVIATIONS...
3. CONTACT THE ENGINEER FOR ABBREVIATIONS NOT LISTED.

GENERAL SITE NOTES:

- CONTRACTOR SHALL FIELD VERIFY SCREENED ELEMENTS USED IN DRAWINGS TO REFLECT EXISTING FACILITIES OR INFORMATION PRIOR TO USING THE INFORMATION FOR ANY PURPOSE. SCREENED ELEMENTS REFLECTING EXISTING FACILITIES OR INFORMATION IS DERIVED FROM CONTRACT DOCUMENTS OF PAST PROJECTS. NO WARRANTY IS EXPRESSED OR IMPLIED AS TO THE ACCURACY OF THE INFORMATION CONVEYED IN THE SCREENED DRAWINGS.
- EXISTING TOPOGRAPHY, STRUCTURES, AND SITE FEATURES ARE SHOWN SCREENED AND/OR LIGHT-LINED. NEW FINISH GRADE, STRUCTURES, AND SITE FEATURES ARE SHOWN HEAVY-LINED.
- HORIZONTAL DATUM: HORIZONTAL CONTROL IS BASED ON NORTHING AND EASTING COORDINATES OF THE LOCAL PLANT GRID SYSTEM PER CONTROL POINTS "PLANT NO. 1" AND "PLANT NO. 2" SHOWN ON DRAWING C-201 AND CONTROL POINTS SET BY PSOMAS ON FEBRUARY 27, 2020 AND AS DEFINED ON DRAWING C-201.
- VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88), U.S. SURVEY FEET, AND IS DERIVED FROM THE GEOID09 MODEL.
- MAINTAIN, RELOCATE, OR REPLACE EXISTING SURVEY MONUMENTS, CONTROL POINTS, AND STAKES WHICH ARE DISTURBED OR DESTROYED. PERFORM THE WORK TO PRODUCE THE SAME LEVEL OF ACCURACY AS THE ORIGINAL MONUMENT(S) IN A TIMELY MANNER, AND AT THE CONTRACTOR'S EXPENSE.
- FOR LOCATION OF CONTROL POINT ON STRUCTURES, SEE STRUCTURAL DRAWINGS.
- COORDINATES AND DIMENSIONS SHOWN FOR ROADWAY IMPROVEMENTS ARE TO FACE OF CURB OR EDGE OF PAVEMENT.
- STAGING AREA SHALL BE FOR CONTRACTOR'S EMPLOYEE PARKING, CONTRACTOR'S TRAILERS AND ON-SITE STORAGE OF MATERIALS.
- PROVIDE TEMPORARY FENCING AS NECESSARY TO MAINTAIN SECURITY AT ALL TIMES.
- ELEVATIONS GIVEN ARE TO FINISH GRADE UNLESS OTHERWISE SHOWN.
- SLOPE UNIFORMLY BETWEEN CONTOURS AND SPOT ELEVATIONS SHOWN.
- CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTING AND MAINTAINING EROSION CONTROL DEVICES DURING CONSTRUCTION.

CIVIL LEGEND

EXISTING	THIS CONTRACT	
		SPOT ELEVATION
		CONTOUR LINE
		EMBANKMENT AND SLOPE
		DRAINAGWAY OR DITCH
		CATCH BASIN OR INLET
		TRENCH DRAIN
		SIGN
		MANHOLE
		ELECTRICAL MANHOLE
		ELECTRIC HANDHOLE
		POST OR GUARD POST
		GUY ANCHOR
		FIRE HYDRANT
		UTILITY POLE
		LIGHT POLE
		BENCH MARK
		SURVEY CONTROL POINT OR POINT OF INTERSECTION
		BRUSH/TREE LINE
		TREE
		PROPERTY LINE
		CENTER LINE, BUILDING, ROAD, ETC.
		STAGING OR WORK AREA LIMITS
		STRUCTURE, BUILDING OR FACILITY LOCATION POINT - COORDINATES
		BORING LOCATION AND NUMBER
		TEST PIT LOCATION AND NUMBER
		PIEZOMETER LOCATION AND NUMBER
		DEMOLITION
		STRUCTURE, BUILDING OR FACILITY
		ASPHALT CONCRETE PAVEMENT
		GRAVEL SURFACING
		CONCRETE PAVEMENT
		CURB
		CURB AND GUTTER
		SINGLE SWING GATE
		DOUBLE SWING GATE
		SLIDING GATE
		GUARD RAIL
		CHAIN LINK FENCE
		ARCHITECTURAL FENCE
		WIRE FENCE
		CULVERT

YARD PIPING LEGEND

EXISTING	THIS CONTRACT	
		NOMINAL PIPE DIAMETER PIPE USE IDENTIFICATION
		PIPING < 30" DIAMETER
		PIPING >= 30" DIAMETER
		EXISTING PIPE TO BE ABANDONED
		EXISTING PIPE TO BE REMOVED
		NON-FREEZE HOSE VALVE (V-X) X = NO. IN SPECIFICATIONS
		INDICATOR POST VALVE
		GATE VALVE AND VALVE BOX
		BUTTERFLY VALVE AND VALVE BOX
		PLUG VALVE AND VALVE BOX
		FLEXIBLE COUPLING
		90° ELBOW UP
		90° ELBOW DOWN
		BEND < 90° UP
		BEND < 90° DOWN
		CONCENTRIC REDUCER
		CAP OR PLUG
		CLEANOUT
		FIRE HYDRANT

EROSION CONTROL LEGEND

COVER PRACTICES	SYMBOL
TEMPORARY SEEDING	
MULCHING AND MATTING	
CLEAR PLASTIC COVERING	
BUFFER ZONES	
PERMANENT SEEDING AND PLANTING	
CONSTRUCTION ENTRANCE	
INTERCEPTOR DIKE	
INTERCEPTOR SWALE	
CHECK DAMS	
OUTLET PROTECTION / RIPRAP	
FILTER FENCE	
STRAW BALE BARRIER (BIOFILTER)	
SEDIMENT TRAP (OR SUMP)	
SEDIMENT POND OR BASIN	

GENERAL YARD PIPING AND UTILITIES NOTES:

- EXISTING UNDERGROUND UTILITIES OBTAINED FROM AS-BUILTS AND FROM FIELD SURVEY. CONTRACTOR SHALL FIELD VERIFY DEPTH AND LOCATION PRIOR TO EXCAVATION. PROTECT ALL EXISTING UTILITIES DURING CONSTRUCTION.
- FOR PIPING FLOW STREAM IDENTIFICATION, SEE DRAWING G-012.
- EXISTING PIPING AND EQUIPMENT ARE SHOWN SCREENED AND/OR LIGHT-LINED. NEW PIPING AND EQUIPMENT ARE SHOWN HEAVY-LINED.
- UNLESS OTHERWISE SHOWN ALL PIPING SHALL HAVE A MINIMUM OF 3' COVER.
- ALL PIPES SHALL HAVE A CONSTANT SLOPE BETWEEN INVERT ELEVATIONS UNLESS A FITTING IS SHOWN.
- ALL NEW 1W (POTABLE WATER) PIPES MUST BE PROPERLY FLUSHED, PRESSURE TESTED, CHLORINATED AND BACTERIOLOGICALLY TESTED, AS SPECIFIED.
- FOR TRENCHING AND BACKFILL, SEE (3123-110).

GENERAL NOTE:

- THIS IS A STANDARD LEGEND SHEET. THEREFORE, NOT ALL OF THE INFORMATION SHOWN MAY BE USED ON THIS PROJECT.



06-16-2020		B MEMEO	
		BY	APVD
		CHK	APVD
		DR	APVD
		NO.	DATE
		DGN	APVD
		CHK	APVD
		DR	APVD
		CHK	APVD
		DR	APVD
		CHK	APVD
		DR	APVD
JACOBS ENGINEERING GROUP 2525 AIRPARK DR REDDING, CA 96001 (530) 243-6631	2020 HEADWORKS IMPROVEMENTS PROJECT TAHOE - TRUCKEE SANITATION AGENCY 13720 BUTTERFIELD DRIVE TRUCKEE, CA 96161 (530) 587-2525	L ALLIGER	K BISHOP
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GENERAL CIVIL LEGEND AND GENERAL NOTES			
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DATE	JUNE 2020		
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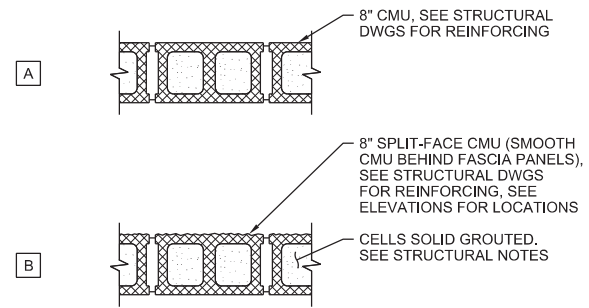
GENERAL ARCHITECTURAL NOTES

- UNLESS OTHERWISE INDICATED, PLAN DIMENSIONS ARE TO COLUMN GRID ON CENTERLINES, NOMINAL SURFACE OF MASONRY, FACE OF STUDS AND FACE OF CONCRETE WALLS.
- "FLOOR LINE" REFERS TO TOP OF CONCRETE SLABS. FINISH FLOORING IS INSTALLED ABOVE THE FLOOR LINE. FOR DEPRESSED FLOORS AND CURBS, SEE STRUCTURAL DRAWINGS.
- REPETITIVE FEATURES ARE NOT DRAWN IN THEIR ENTIRETY AND SHALL BE COMPLETELY PROVIDED AS IF DRAWN IN FULL.
- WHERE DOOR IS LOCATED NEAR CORNER OF ROOM AND IS NOT LOCATED BY DIMENSION ON PLAN OR DETAILS, DIMENSION SHALL BE 3-INCHES FROM FACE OF STUD (WALL) TO FACE OF ROUGH OPENING. DIMENSION SHALL BE 6" FROM FACE OF WALL TO EDGE OF ROUGH OPENING AT CONCRETE WALLS, 8" AT CMU WALLS.
- LINE OF GRADES, AS SHOWN ON BUILDING ELEVATIONS AND SECTIONS, ARE APPROXIMATE. THEY ARE AT THE BUILDING FACE, OR ON THE SECTION END EXCEPT AS NOTED.
- VERIFY ALL ROUGH-IN DIMENSIONS FOR EQUIPMENT PROVIDED IN THIS CONTRACT, OR BY OTHERS.
- REFER TO ARCHITECTURAL, STRUCTURAL, MECHANICAL, ELECTRICAL AND OTHER CATEGORIES OR DRAWINGS FOR ADDITIONAL NOTES.
- VERIFY SIZE AND LOCATION OF, AND PROVIDE REQUIRED OPENINGS THROUGH FLOORS AND WALLS, ACCESS DOORS, FURRING, CURBS, ANCHORS AND INSERTS. PROVIDE ALL BASES AND BLOCKING REQUIRED FOR ACCESSORIES, MECHANICAL, ELECTRICAL AND OTHER EQUIPMENT.

ARCHITECTURAL LEGEND

SYMBOL	LEGEND
	ROOM IDENTIFIER
	DOOR LETTER
	ROOM NUMBER
	"X" = FACILITY INDICATOR
	LOUVER IDENTIFIER
	VENT IDENTIFIER
	WINDOW IDENTIFIER
	WALL TYPE INDICATOR
	EXTERIOR ELEVATION INDICATOR
	SPOT ELEVATION INDICATOR
	DIRECTION OF SLOPE DOWN
	DOOR/HATCH SWING INDICATOR
	FIRE EXTINGUISHER "X" = NUMBER IN SPECIFICATIONS
	CONTROL JOINT
	EXPANSION JOINT

WALL TYPES



ARCHITECTURAL MATERIAL SYMBOLS

SYMBOL	LEGEND
	GRATING, SPAN DIRECTION INDICATED
	CHECKERED PLATE
	GROUT
	GRANULAR FILL
	EARTH OR FINISH GRADE
	CONCRETE
	CMU WALL (PLAN)
	CMU WALL (SECTION)
	MASONRY WALL
	RIGID INSULATION
	BATT INSULATION
	STEEL
	ALUMINUM
	PLYWOOD
	GYPSTUM WALLBOARD
	WOOD, ROUGH CONTINUOUS
	WOOD, ROUGH NON-CONTINUOUS



06-16-2020

NO.	DATE	DR	CHK	APVD	MEMO
		S PAYNE	J HOSTETTLER	G KIRSTEN	B MEMEO

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GENERAL ARCHITECTURAL NOTES, SYMBOLS, LEGEND AND WALL TYPES

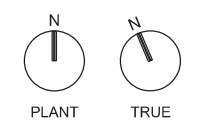
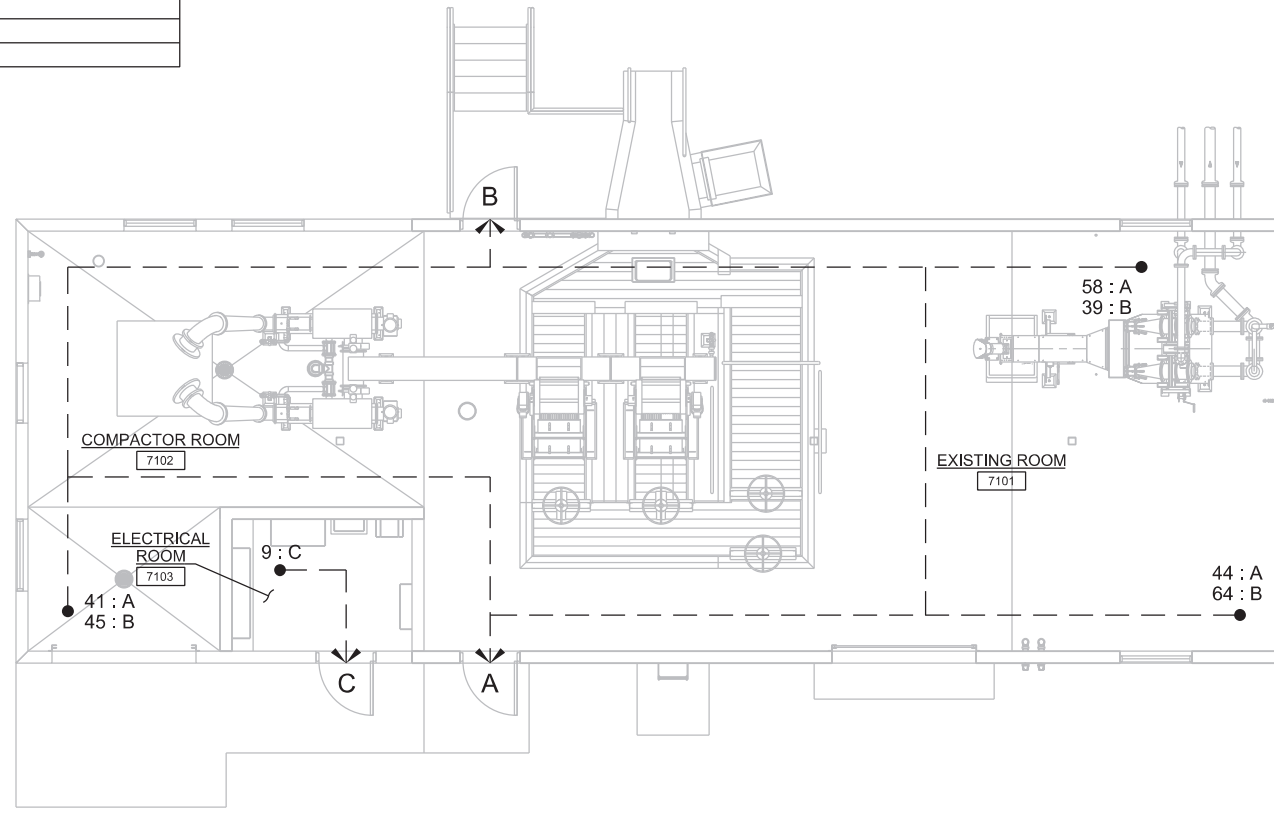
VERIFY SCALE	
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DWG	G-005
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BUILDING CODE DATA TABLE

FACILITY NO. 7 FACILITY NAME: HEADWORKS BUILDING	
BUILDING CODE: 2019 CALIFORNIA BUILDING CODE AND 2019 CALIFORNIA EXISTING BUILDING CODE	
OCCUPANCY GROUP (FOR EXISTING AND NEW ADDITION):	F-1, MODERATE HAZARD INDUSTRIAL
TYPE OF CONSTRUCTION:	IIB
MAXIMUM STORIES ALLOWED:	2
ACTUAL NUMBER OF STORIES:	1
MAXIMUM HEIGHT ALLOWED:	55 FT
ACTUAL HEIGHT:	18 FT (ABOVE GRADE)
MAXIMUM AREA ALLOWED:	15,500 SF
ACTUAL FLOOR AREA:	543 SF NEW , 1,742 SF TOTAL
ALLOWABLE NUMBER OF OCCUPANTS:	18
ACTUAL NUMBER OF OCCUPANTS:	NORMALLY UNOCCUPIED
TRAVEL DISTANCE ALLOWED (MAX):	200 FT
OCCUPANCY SEPARATION / FIRE RATING:	N/A
ELECTRICAL CLASSIFICATION (NFPA 820)	COMPACTOR ROOM AND EXISTING ROOM ARE CLASS 1 DIV 1 AND ELECTRICAL ROOM IS UNCLASSIFIED
HAZARDOUS MATERIALS:	NONE
FIRE RESISTANCE RATING FOR BUILDING ELEMENTS:	0 HOURS
EXTERIOR WALL FIRE RESISTANCE BASED ON FIRE SEPARATION DISTANCE (FACE OF BLDG TO LOT LINE OR IMAGINARY LINE BETWEEN BLDGS):	NOT RATED > 10 FT
ACCESSIBILITY	NOT REQUIRED (CBC IIB-203.5)
FIRE SUPPRESSION SYSTEM:	PORTABLE FIRE EXTINGUISHERS

ENERGY CODE: 2019 CALIFORNIA ENERGY CODE

CLIMATE ZONE 16		
ELEMENT	REQUIRED	PROVIDED
ROOFS:	U-0.034	R-30 (CONTINUOUS RIGID ROOF INSULATION)
WALLS, MASS HEAVY:	U-0.160	U-0.142 (CMU ONLY; WALL INSULATION WAIVED BY TTSA)
UNHEATED SLAB:	NR	~
DOOR, SWINGING:	U-0.700	R-7
DOOR, NON-SWINGING:	U-0.500	R-7
AIR BARRIER:	REQUIRED	PROVIDED



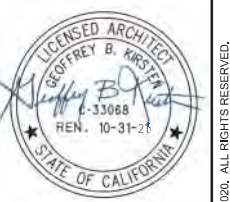
LIFE SAFETY PLAN:
FACILITY 7, HEADWORKS BUILDING
3/16"=1'-0"

GENERAL NOTES:

- FOR ARCHITECTURAL NOTES, SYMBOLS, LEGEND AND WALL TYPES SEE DRAWING G-005.
- FOR FIRE EXTINGUISHER INFORMATION, SEE SPECIFICATIONS SECTION 10 44 00, FIRE PROTECTION SPECIALTIES AND DRAWING 7-A-201 FOR LOCATIONS.

LIFE SAFETY LEGEND

- X:Y TRAVEL DISTANCE 'X' IN FEET TO 'Y', EXIT DESIGNATOR
- 32" MINIMUM EGRESS WIDTH PROVIDED, TYP



06-16-2020		B MEMEO	
NO.	DATE	DR	BY
			APVD
			APVD
			CHK
			REVISION
			G KIRSTEN
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GENERAL
**LIFE SAFETY PLAN
AND CODE DATA**

VERIFY SCALE	
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DATE	JUNE 2020
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DESIGN CRITERIA

APPLICABLE CODES: 2019 CALIFORNIA BUILDING CODE (CBC)
TOWN OF TRUCKEE, CALIFORNIA MUNICIPAL CODE

1. REFER TO THE DRAWINGS FOR ADDITIONAL AND SPECIFIC STRUCTURE LOADINGS AND REQUIREMENTS.
THE TOWN OF TRUCKEE IS CONSIDERED A SNOW AREA. SNOW LOAD IS BASED ON THE REPORT "REPORT OF SNOW LOAD STUDY OF TRUCKEE QUADRANGLE PORTIONS OF NEVADA COUNTY, CALIFORNIA" BY JOHN WEBSTER BROWN, DATED JUNE 1973
2. GROUND SNOW LOAD 171 PSF
3. ROOF LOADS:

SNOW LOAD	101 PSF
COLLATERAL LOAD	5 PSF

DEFLECTION CRITERIA FOR ROOF FRAMING MEMBERS:
TOTAL LOAD L/180
LIVE LOAD L/240
WHERE L IS THE MEMBER'S SPAN LENGTH
4. FLOOR LIVE LOADS:

ELECTRICAL ROOM	300 PSF
MECHANICAL ROOM & PROCESS AREAS	200 PSF
6. WIND LOAD

BASIC WIND SPEED (3-SECOND GUST)	120 MPH (ULT)
EXPOSURE	"C"
I	1.15
7. SEISMIC LOAD:

SITE COORDINATES: 39.3366N, -120.1270W	
DESIGN SPECTRAL RESPONSE ACCELERATIONS	
S _{DS}	0.867 g
S _{D1}	0.453g
SITE CLASS	D
RISK CATEGORY	III
SEISMIC DESIGN CATEGORY	D
I	1.25

STRUCTURES HAVE BEEN ANALYZED USING THE EQUIVALENT LATERAL FORCE PROCEDURES OF ASCE 7-16 .
8. SOIL DESIGN PARAMETERS:

A. NET ALLOWABLE SOIL BEARING PRESSURES:	3000 PSF
	4000 PSF WITH TRANSIENT LOADS
B. PROVIDE 6" MINIMUM COMPACTED GRANULAR FILL BELOW SLABS AND FOOTINGS	

GENERAL INFORMATION

1. FOR ABBREVIATIONS NOT LISTED, SEE ASME Y14.38 "ABBREVIATIONS AND ACRONYMS: PUBLICATION AS DISTRIBUTED BY THE AMERICAN SOCIETY OF MECHANICAL ENGINEERS (ASME).
2. TYPICAL DETAILS ARE INTENDED TO BE TYPICAL AND SHALL APPLY TO SIMILAR SITUATIONS OCCURRING THROUGHOUT THE PROJECT, WHETHER OR NOT THEY ARE INDIVIDUALLY CALLED OUT.
3. WHERE APPLICABLE, DETAILING AND DIMENSIONS OF EXISTING STRUCTURES SHOWN ARE BASED ON AS-BUILT DESIGN DRAWINGS, AND DO NOT NECESSARILY REPRESENT THE AS-CONSTRUCTED CONDITIONS. THE CONTRACTOR SHALL FIELD VERIFY DIMENSIONS AND DETAILING OF THE EXISTING STRUCTURES PRIOR TO FABRICATION OF ADJACENT FRAMING OR CONNECTIONS OR SUPPORTS THAT ARE AFFECTED BY THE EXISTING STRUCTURE.
4. VERIFY FINAL OPENING DIMENSIONS IN WALLS, SLABS, AND DECKS WITH OTHER DISCIPLINE DRAWINGS PRIOR TO CONSTRUCTION OF THESE ELEMENTS.
5. FOR NUMBER, TYPE, SIZE, ARRANGEMENT, AND/OR LOCATION OF EQUIPMENT PADS SEE OTHER DISCIPLINE DRAWINGS. COORDINATE WITH EQUIPMENT SUPPLIER PRIOR TO PLACING SLABS, WALLS AND FOUNDATIONS. COORDINATE PIPING OPENINGS WITH OTHER DISCIPLINE DRAWINGS.
6. STRUCTURAL MEMBERS SHALL NOT BE CUT OR MODIFIED FOR PIPES, DUCTS, ETC, UNLESS SPECIFICALLY DETAILED OR APPROVED IN WRITING BY THE ENGINEER.
7. VISITS TO THE JOB SITE BY THE ENGINEER/OWNER TO OBSERVE THE CONSTRUCTION DO NOT IN ANY WAY MEAN THAT ENGINEER IS GUARANTOR OF CONSTRUCTOR'S WORK, NOR RESPONSIBLE FOR THE COMPREHENSIVE OR SPECIAL INSPECTIONS, COORDINATION, SUPERVISION, OR SAFETY AT THE JOB SITE.

SPECIAL INSPECTION, OBSERVATIONS AND TESTING

1. SPECIAL INSPECTION (CONTRACTOR FURNISHED) IS REQUIRED IN ACCORDANCE WITH CBC SECTIONS 109 AND 1704 AND AS INDICATED IN SPECIFICATION SECTION 01 45 33.
2. SPECIFIED CONCRETE AND MASONRY TESTING DURING CONSTRUCTION WILL BE OWNER FURNISHED. SPECIFIED LABORATORY TEST MIXES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

FOUNDATIONS

1. REFER TO REPORT BY CH2M HILL "GEOTECHNICAL INVESTIGATION REPORT FOR THE TAHOE-TRUCKEE WATER RECLAMATION PLANT EXPANSION", DATED JULY 2002.
2. EXCAVATIONS SHALL BE SHORED TO PREVENT SUBSIDENCE OR DAMAGE TO ADJACENT EXISTING STRUCTURES, STREETS, UTILITIES, ETC.
3. ALL FOUNDATION BEARING SURFACES SHALL BE OBSERVED BY A GEOTECHNICAL ENGINEER OR HIS DESIGNEE PRIOR TO PLACEMENT OF FORMING OR REINFORCING STEEL THE OBSERVATION SHALL VERIFY THAT THE ACTUAL EXPOSED SUBGRADE IS AS ANTICIPATED BY THE SITE SPECIFIC BORINGS, TEST PITS, TESTING AND DATA REPORTS.
4. BACKFILL SHALL NOT BE PLACED BEHIND WALLS UNTIL THE WALLS HAVE ATTAINED 100 PERCENT OF ITS SPECIFIED COMPRESSIVE STRENGTH AND TOP SUPPORTING SLAB'S CONCRETE HAVE ATTAINED 80 PERCENT OF THEIR SPECIFIED COMPRESSIVE STRENGTH, OR UNTIL TOP-OF-WALL FRAMING SYSTEMS, INCLUDING STEEL OR WOOD DIAPHRAGMS, HAVE BEEN COMPLETED.
5. BACKFILL SHALL NOT BE PLACED BEHIND CANTILEVERED, FREE TOP WALLS UNTIL THE CONCRETE HAS ATTAINED 100 PERCENT OF ITS SPECIFIED COMPRESSIVE STRENGTH.
6. BOULDERS SHOULD BE ANTICIPATED IN ALL EXCAVATIONS.

CONCRETE REINFORCING

1. MINIMUM REINFORCING FOR ALL CONCRETE WALLS AND SLABS SHALL BE AS FOLLOWS:

WALL THICKNESS	REINF EACH WAY	LOCATION
6"	#4@12"	CENTERED
8"	#5@12"	CENTERED
10"	#4@12"	EACH FACE
12"	#5@12"	EACH FACE

2. PROVIDE LARGER SIZES AND MORE REINFORCING IN SECTIONS OF CONCRETE WHERE REQUIRED BY THE DETAILS ON THE DRAWINGS OR BY THE SPECIFICATIONS.
3. CLEARANCE FOR REINFORCEMENT BARS, UNLESS SHOWN OTHERWISE, SHALL BE:

WHEN PLACED ON GROUND:	3"
BEAM STIRRUPS AND COLUMN TIES	11/2"
ALL OTHER CONCRETE SURFACES	2"
4. REFER TO WALL CORNER AND WALL INTERSECTION REINFORCING DETAIL 0330-003. WALL CORNER REINFORCING SIZES AND SPACINGS SHALL BE AS SHOWN ON THE DRAWINGS AND REFERENCED TO THIS DETAIL. TYPICAL HORIZONTAL WALL REINFORCING SHALL LAP WITH THE CORNER HORIZONTAL REINFORCING.
5. 90 DEGREE BENDS, UNLESS OTHERWISE SHOWN, SHALL BE ACI 318 STANDARD HOOKS. WALL CORNER AND WALL INTERSECTION REINFORCEMENT BARS SHALL BE CONTINUOUS AROUND CORNERS AND THROUGH COLUMNS OR PILASTERS. REINFORCEMENT SHALL BE EXTENDED INTO CONNECTING WALLS AND LAPPED ON THE OPPOSITE FACE OF THE CONNECTING WALLS, AS INDICATED IN STANDARD DETAIL 0330-003.
6. LAP VERTICAL WALL BARS WITH DOWELS FROM BASE SLABS AND EXTEND INTO TOP FACE OF ROOF SLABS AND LAP WITH TOP SLAB REINFORCEMENT. PROVIDE A MINIMUM OF FOUR FULL HEIGHT VERTICAL BARS WITH MATCHING DOWELS AT WALL ENDS, CORNERS AND INTERSECTIONS WITH SIZE TO MATCH TYPICAL VERTICAL REINFORCING STEEL SHOWN OR REQUIRED BY NOTES ABOVE.
7. LOCATE SLAB AND BEAM TOP BAR SPLICES AT MIDSPAN AND BOTTOM BAR SPLICES AT SUPPORTS.
8. REINFORCEMENT BENDS AND LAPS, UNLESS OTHERWISE NOTED, SHALL SATISFY THE FOLLOWING MINIMUM REQUIREMENTS:

CONCRETE DESIGN STRENGTH = 5000 PSI **		GRADE 60 REINFORCING STEEL								
BAR SIZE		#3	#4	#5	#6	#7	#8	#9	#10	#11
LAP SPLICE LENGTH										
SPACING<6"	TOP BAR *	1'-4"	2'-0"	3'-0"	4'-0"	5'-10"	6'-8"	7'-7"	8'-6"	9'-5"
	OTHER BAR	1'-4"	1'-7"	2'-4"	3'-1"	4'-6"	5'-2"	5'-10"	6'-7"	7'-3"
SPACING>6"	TOP BAR *	1'-4"	1'-6"	2'-0"	2'-5"	3'-6"	4'-0"	5'-0"	6'-2"	7'-5"
	OTHER BAR	1'-4"	1'-4"	1'-7"	1'-10"	2'-9"	3'-1"	3'-10"	4'-9"	5'-8"
EMBEDMENT LENGTH										
SPACING<6"	TOP BAR *	1'-0"	1'-7"	2'-4"	3'-1"	4'-6"	5'-2"	5'-10"	6'-7"	7'-3"
	OTHER BAR	1'-0"	1'-3"	1'-9"	2'-5"	3'-6"	4'-0"	4'-6"	5'-1"	5'-7"
SPACING>6"	TOP BAR *	1'-0"	1'-3"	1'-7"	1'-10"	2'-9"	3'-1"	3'-10"	4'-9"	5'-8"
	OTHER BAR	1'-0"	1'-0"	1'-3"	1'-5"	2'-1"	2'-5"	3'-0"	3'-8"	4'-5"

* TOP BARS SHALL BE DEFINED AS ANY HORIZONTAL BARS PLACED SUCH THAT MORE THAN 12 INCHES OF CONCRETE IS CAST IN THE MEMBER BELOW THE BAR IN ANY SINGLE POUR. HORIZONTAL WALL BARS ARE CONSIDERED TOP BARS.

** WHERE 3000 PSI CONCRETE IS USED, INCREASE ABOVE LENGTHS BY 16 PERCENT

CONCRETE

1. 28-DAY CAST-IN-PLACE CONCRETE STRENGTH: 5000 PSI
REINFORCING STEEL:
TYPICAL: ASTM A615, GRADE 60
WELDED: ASTM A706, GRADE 60
2. FABRICATION AND PLACEMENT OF REINFORCING STEEL SHALL BE IN ACCORDANCE WITH CRSI MSP-1 "MANUAL OF STANDARD PRACTICE" AND ACI 301 "SPECIFICATIONS FOR STRUCTURAL CONCRETE".
3. CONTINUOUS WATERSTOP AS SPECIFIED SHALL BE INSTALLED IN ALL CONSTRUCTION JOINTS IN WALLS OF WATER HOLDING BASINS, CHANNELS, AND BELOW GRADE STRUCTURES, EXCEPT WHERE SPECIFICALLY NOTED OTHERWISE.
4. CONSTRUCTION JOINTS INDICATED ARE SUGGESTED LOCATIONS. CONTRACTOR MAY REVISE LOCATION OF JOINTS, SUBJECT TO SPECIFIED REQUIREMENTS. ADDITIONAL CONSTRUCTION JOINT LOCATIONS, INCLUDING ADDITIONAL REQUIRED FOR CONSTRUCTION, SHALL BE SUBMITTED FOR REVIEW BY ENGINEER.
5. ROUGHEN AND CLEAN CONSTRUCTION JOINTS IN WALLS AND SLABS AS SPECIFIED PRIOR TO PLACING ADJACENT CONCRETE.
6. THE CONTRACTOR SHALL COORDINATE PLACEMENT OF OPENINGS, CURBS, DOWELS, SLEEVES, CONDUITS, BOLTS AND INSERTS PRIOR TO PLACEMENT OF CONCRETE.
7. NO ALUMINUM CONDUIT OR PRODUCTS CONTAINING ALUMINUM OR ANY OTHER MATERIAL INJURIOUS TO THE CONCRETE SHALL BE EMBEDDED IN THE CONCRETE.
8. CONDUIT SHALL NOT BE PLACED PARALLEL WITH BEAM OR COLUMN REINFORCEMENT UNLESS SPECIFICALLY INDICATED IN THE DRAWINGS.

MASONRY

1. MORTAR: ASTM C270, TYPE S. MASONRY CEMENT SHALL NOT BE USED.
2. GROUT: ASTM C476 COARSE GROUT. 2000 PSI MINIMUM 28 DAY COMPRESSIVE STRENGTH.
3. CONCRETE MASONRY UNITS: ASTM C90, GRADE N, MEDIUM WEIGHT, NET 1900 PSI COMPRESSIVE MASONRY STRENGTH. LINEAR SHRINKAGE SHALL NOT EXCEED .065 PERCENT.
4. REINFORCING STEEL: ASTM A615, GRADE 60.
5. DESIGN F_m OF THE FINISHED ASSEMBLY SHALL BE 1500 PSI.
6. PLACE COURSES IN RUNNING BOND PATTERN AND MATCH THE COLOR AND TEXTURE OF THE EXISTING BUILDING.
7. GROUTING:
 - A. SOLID GROUT ALL WALLS.
8. LAP VERTICAL REINFORCING 48 BAR DIAMETERS WITH DOWELS AT BUILDING WALLS. LAP ALL OTHER VERTICAL BARS 72 BAR DIAMETERS. LAP VERTICAL BARS IN CANTILEVER WALLS 72 BAR DIAMETERS. STAGGER ADJACENT LAP SPLICES BY 24 INCHES, WHEN SEPARATED BY 3 INCHES OR LESS.
9. PROVIDE TWO FULL HEIGHT TYPICAL VERTICAL BARS AT EDGES OF OPENINGS AND FULL HEIGHT TYPICAL VERTICAL BARS IN 3 CELLS AT CORNERS. PROVIDE MATCHING DOWELS FOR VERTICAL BARS. PROVIDE REINFORCED LINTELS ABOVE AND REINFORCED BOND BEAMS BELOW OPENINGS. PROVIDE HORIZONTAL CORNER BARS WITH MINIMUM 2'-0" LEGS AT CORNERS. SEE STANDARD DETAILS.
10. PROVIDE SPECIAL INSPECTION FOR MASONRY CONSTRUCTION INDICATED:
 - A. MASONRY AT STEEL BEAM SEAT AREAS, EMBED AREAS, ROOF AND FLOOR LEVEL BOND BEAMS, PIERS, COLUMNS AND PILASTERS, AND UNIQUE DETAIL AREAS.
 - B. AS NOTED FOR ANY PART OR PORTION OF EACH INDIVIDUAL STRUCTURE.
11. MASONRY UNIT AND GROUT TESTING SHALL BE IN CONFORMANCE WITH 2019 CBC, "UNIT STRENGTH METHOD". TESTING WILL BE OWNER FURNISHED. OTHER CBC TEST METHODS MAY BE SUBMITTED AS AN ALTERNATIVE.
12. THE MINIMUM REINFORCING FOR REINFORCED CONCRETE BLOCK WALLS SHALL BE AS FOLLOWS:

WALL THICKNESS	VERTICAL REINFORCING	HORIZONTAL REINFORCING	LOCATION
8"	#6@32"	#5@32"	CENTERED
12"	#6@32"	#5@32"	EACH FACE
13. DO NOT PLACE CONDUIT IN CELLS CONTAINING REINFORCEMENT.

STRUCTURAL STEEL AND METAL FABRICATIONS

1. STRUCTURAL STEEL SHALL CONFORM TO THE FOLLOWING:

W-SHAPES	A992
MISCELLANEOUS SHAPES INCLUDING ANGLES, CHANNELS, PLATES, ETC.	A36
SQUARE OR RECTANGULAR STEEL TUBING	A500, GRADE B
STEEL PIPE	A53, GRADE B
2. STRUCTURAL STEEL SHALL BE FABRICATED AND ERECTED IN CONFORMANCE WITH THE AISC MANUAL OF STEEL CONSTRUCTION, CURRENT EDITION, AND CURRENT CAL-OSHA STANDARDS. BOLTS SHALL BE HIGH STRENGTH BOLTS CONFORMING TO THE FOLLOWING EXCEPT WHERE SPECIFICALLY INDICATED OTHERWISE:

UNLESS SHOWN OTHERWISE	A325-N
SLIP CRITICAL	A325-SC
ANCHOR BOLTS (AB)	F593, AISI TYPE 316, CONDITION CW
STAINLESS STEEL	F1554, GR 36
STEEL	F1554, GR 36 / A153
GALVANIZED STEEL	A307
MACHINE BOLTS (MB)	
3. ITEMS TO BE EMBEDDED IN CONCRETE SHALL BE CLEAN AND FREE OF OIL, DIRT AND PAINT.
4. NO HOLES OTHER THAN THOSE SPECIFICALLY DETAILED SHALL BE ALLOWED THROUGH STRUCTURAL STEEL MEMBERS. NO CUTTING OR BURNING OF STRUCTURAL STEEL IS PERMITTED WITHOUT THE APPROVAL OF THE ENGINEER.

DEFERRED SUBMITTALS

1. DEFERRED SUBMITTALS ARE THOSE PORTIONS OF THE DESIGN WHICH ARE NOT COMPLETE AT THE TIME OF AWARD AND WHICH ARE TO BE SUBMITTED FOR ACCEPTANCE PRIOR TO INSTALLATION OF THAT PORTION OF THE WORK.
2. THE FOLLOWING IS A LIST OF DEFERRED SUBMITTALS FOR CONTRACTOR DESIGNED ITEMS. PRIOR TO INSTALLATION OF THE INDICATED STRUCTURAL ELEMENT OR EQUIPMENT, SUBMIT STRUCTURAL CALCULATIONS AND DESIGN DETAILS TO MEET BUILDING CODE FOR DESIGNED SYSTEMS AND ANCHORAGE.

SPECIFICATION SECTION	ITEM
05 52 16	ALUMINUM RAILINGS
40 05 15	PIPING SUPPORT SYSTEMS
44 42 25	PRE-ENGINEERED ALUMINUM LOW PROFILE FLAT COVER
44 42 30	INFLUENT SCREEN SYSTEM
OTHER	ALL OTHER EQUIPMENT AND COMPONENTS IN ACCORDANCE WITH SPECIFICATION SECTION 01 88 15 ANCHORAGE AND BRACING



06-16-2020

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APVD	CHK	C BURKE
REVISION	J MINOR	M RANDALL
NO.	DATE	DR
DSGN		

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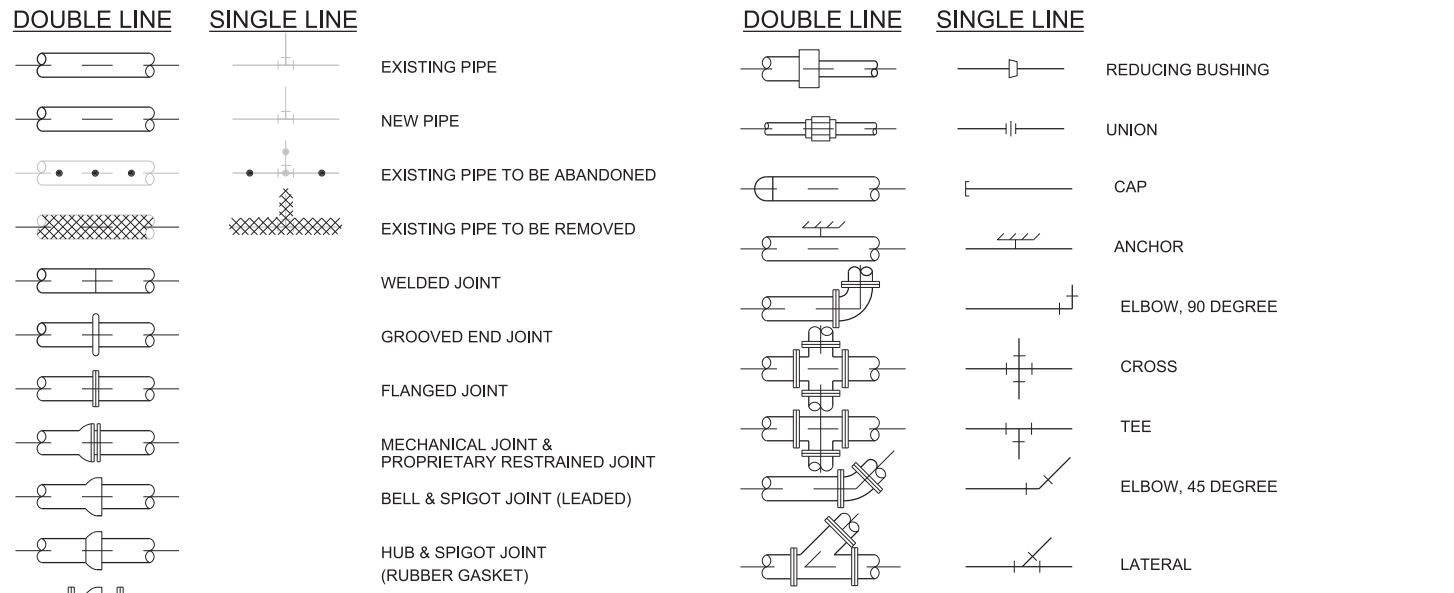
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2020 HEADWORKS IMPROVEMENTS PROJECT
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STRUCTURAL NOTES

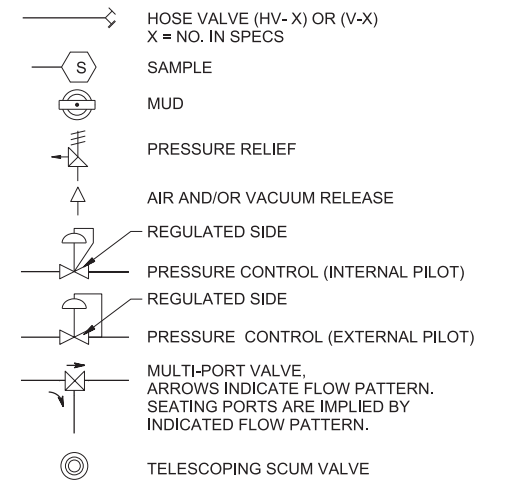
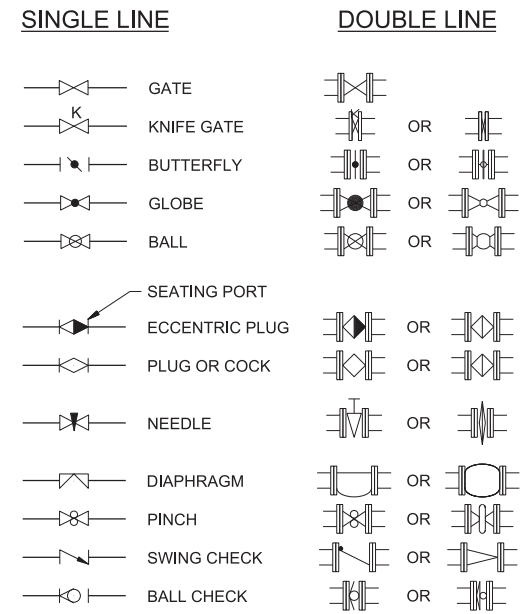
VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	G-007
SHEET	7 of 48

PIPE AND FITTING SYMBOLS



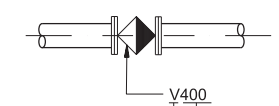
- NOTES:**
- ONLY FLANGED END CONNECTIONS ARE SHOWN HERE FOR DOUBLE LINE FITTINGS. FITTINGS WITH OTHER END PATTERNS ARE SHOWN SIMILARLY ON THE CONSTRUCTION DRAWINGS. ALSO SEE PIPING SPECIFICATIONS.
 - SYMBOLS SHOWN HERE FOR SINGLE LINE FITTINGS ARE GENERIC ONLY. REFER TO PIPING SPECIFICATIONS FOR SPECIFIC END CONNECTIONS FOR SINGLE LINE PIPE AND FITTINGS.
 - EXISTING PIPE AND EQUIPMENT IS SHOWN LIGHT-LINED AND/OR SCREENED AND IS NOTED AS EXISTING. NEW PIPING AND EQUIPMENT IS SHOWN HEAVY-LINED.

VALVE SYMBOLS



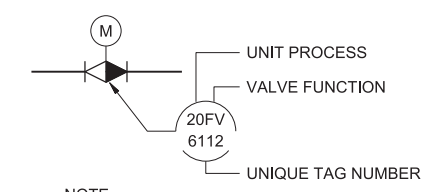
VALVE DESIGNATIONS

MANUAL VALVES AND CHECK VALVES



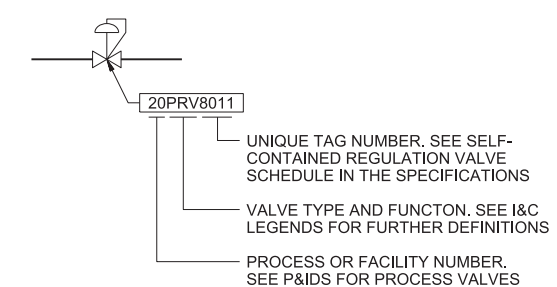
VALVE DESIGNATION
VALVE TYPE, SEE SPECIFICATIONS

CONTROL VALVES

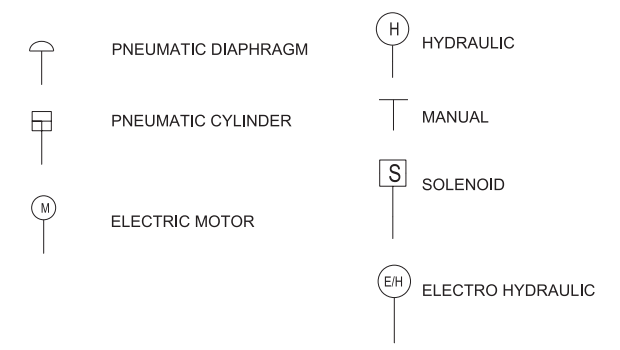


NOTE:
SEE I&C LEGENDS FOR FURTHER DEFINITIONS AND ACTUATOR TYPES.

SELF-CONTAINED REGULATING VALVES



ACTUATOR SYMBOLS

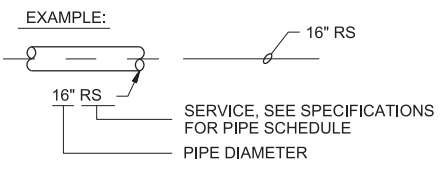


MECHANICAL NOTES

GENERAL PIPING NOTES

- LAY PIPE TO UNIFORM GRADE BETWEEN INDICATED ELEVATION POINTS.
- SIZE OF FITTINGS SHOWN ON DRAWINGS SHALL CORRESPOND TO ADJACENT STRAIGHT RUN OF PIPE, UNLESS OTHERWISE INDICATED. TYPE OF JOINT AND FITTING MATERIAL SHALL BE THE SAME AS SHOWN FOR ADJACENT STRAIGHT RUN OF PIPE.
- LOCATION AND NUMBER OF PIPE HANGERS AND PIPE SUPPORTS SHOWN IS ONLY APPROXIMATE. CONTRACTOR SHALL DESIGN SUPPORTS AS SPECIFIED.
- ALL JOINTS SHALL BE WATERTIGHT. WALL PIPES SHALL BE USED WHEREVER PIPING PASSES FROM A STRUCTURE TO BACKFILL.
- ALL FLEXIBLE CONNECTORS AND COUPLING ADAPTERS SHALL BE PROVIDED WITH THRUST PROTECTION AS SPECIFIED, UNLESS OTHERWISE NOTED. THRUST PROTECTION SHALL BE ADEQUATE FOR TEST PRESSURES SPECIFIED.
- SYMBOLS, LEGENDS, AND PIPE USE IDENTIFICATIONS SHOWN SHALL BE FOLLOWED THROUGHOUT THE DRAWINGS, WHEREVER APPLICABLE. NOT ALL OF THE VARIOUS PIPING COMPONENTS ARE NECESSARILY USED IN THE PROJECT.
- ALL BURIED PIPING SPECIFIED TO BE PRESSURE TESTED, EXCEPT FLANGED, WELDED, OR SCREWED PIPING. SHALL BE PROVIDED WITH THRUST PROTECTION AS SPECIFIED, UNLESS OTHERWISE NOTED.
- NUMBER AND LOCATION OF UNIONS SHOWN ON DRAWINGS IS ONLY APPROXIMATE. PROVIDE ALL UNIONS NECESSARY TO FACILITATE CONVENIENT REMOVAL OF VALVES AND MECHANICAL EQUIPMENT.
- WHERE A GROOVED END COUPLING IS SHOWN, IT SHALL BE THE RIGID JOINT TYPE, UNLESS OTHERWISE SPECIFIED. WHERE A FLANGED COUPLING ADAPTER IS SHOWN, A STANDARD FLANGE SHALL BE JOINED TO THE COUPLING ADAPTER.

PIPING DESIGNATION



06-16-2020

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MECHANICAL LEGEND

VERIFY SCALE

BAR IS ONE INCH ON ORIGINAL DRAWING.

DATE	JUNE 2020
PROJ	133841
DWG	G-008
SHEET	8 of 48

SYMBOL	DESCRIPTION
ONE-LINE DIAGRAM-1	
	DRAWOUT AIR CIRCUIT BREAKER, LOW VOLTAGE
	CIRCUIT BREAKER, THERMAL MAGNETIC TRIP SHOWN, 3 POLE, UNO
	CIRCUIT BREAKER, STATIC TRIP UNIT, SENSOR AMP TRIP AND FRAME RATINGS SHOWN, 3 POLE, UNO
	CIRCUIT BREAKER, MAGNETIC TRIP ONLY, TRIP RATING SHOWN, 3 POLE, UNO
	CIRCUIT BREAKER WITH CURRENT LIMITING FUSES, TRIP AND FUSE RATING INDICATED, 3 POLE, UNO
	FUSED SWITCH, SWITCH AND FUSE CURRENT RATING INDICATED, 3 POLE, UNO
	SWITCH, CURRENT RATING INDICATED, 3 POLE, UNO
	FUSE, CURRENT RATING AND QUANTITY INDICATED
	MAGNETIC STARTER WITH OVERLOAD, NEMA SIZE INDICATED, FVNR UNO
	ELECTRONIC STARTER/SPEED CONTROL RVSS = REDUCED VOLTAGE SOFT STARTER AFD = AC ADJUSTABLE FREQUENCY DRIVE DC = DC ADJUSTABLE SPEED DRIVE RVAT = REDUCED VOLTAGE AUTO TRANSFORMER TYPE RVRT = REDUCED VOLTAGE REACTOR TYPE
	CABLE OR BUS CONNECTION POINT
	KEY INTERLOCK
	SURGE ARRESTER (GAP TYPE)
	CAPACITOR - KVAR INDICATED, 3 PHASE
	AC MOTOR, SQUIRREL CAGE INDUCTION - HORSEPOWER INDICATED
	GENERATOR, KW/KVA RATING SHOWN
	ANALOG METER WITH SWITCH - SCALE RANGE SHOWN V = VOLTAGE KW = KILOWATTS A = AMPERAGE KVAR = KILOVARs PF = POWER FACTOR
	DIGITAL POWER METER (MULTIFUNCTION)
	UTILITY REVENUE METER
	GROUND
	TRANSFORMER, SIZE, VOLTAGE RATINGS, AND PHASE INDICATED
	SHIELDED ISOLATION TRANSFORMER
	POTENTIAL TRANSFORMER, VOLTAGE RATING AND QUANTITY INDICATED
	CURRENT TRANSFORMER, RATIO(100:5) AND QUANTITY INDICATED (3)
	CONNECTION POINT TO EQUIPMENT SPECIFIED IN OTHER DIVISIONS. RACEWAY, CONDUCTOR AND CONNECTION IN THIS DIVISION
	TRANSIENT VOLTAGE SURGE SUPPRESSOR

SYMBOL	DESCRIPTION
ONE-LINE DIAGRAM-2	
	DRAWOUT POWER CIRCUIT BREAKER, MEDIUM VOLTAGE
	NON DRAWOUT FUSED SWITCH, MEDIUM VOLTAGE
	DRAWOUT FUSED SWITCH AND CONTACTOR, MEDIUM VOLTAGE
	DRAWOUT FUSED SWITCH AND VACUUM CONTACTOR, MEDIUM VOLTAGE
	DRAWOUT VACUUM CONTACTOR, MEDIUM VOLTAGE
	MEDIUM VOLTAGE CABLE STRESS CONE TYPE TERMINATION, OPEN TERMINATOR OR ELBOW
	SWITCH - LOAD BREAK, GROUP OPERATED, MEDIUM VOLTAGE
	SWITCH W/ARCING HORNS, MEDIUM VOLTAGE
	DISCONNECTING FUSE - SOLID MATERIAL, MEDIUM VOLTAGE
	SWITCH - HOOK STICK OPERATED, SINGLE POLE, MEDIUM VOLTAGE
	FUSE - EXPULSION, HOOK STICK OPERATED, SINGLE POLE, MEDIUM VOLTAGE
	GROUND SWITCH, GANG OPERATED
	TERMINAL BLOCK LUG
	DELTA CONNECTION
	WYE GROUNDED CONNECTION, SOLID GROUND
	WYE NEUTRAL GROUND RESISTOR OR IMPEDANCE CONNECTION
	RELAY OR DEVICE, FUNCTION NUMBER AS INDICATED
	CURRENT TRANSFORMER, ZERO SEQUENCE, RATIO AND QUANTITY INDICATED
	BUSHING CURRENT TRANSFORMER, MULTI-RATIO AND QUANTITY INDICATED
	MOTOR OPERATOR, BREAKER OR SWITCH
	ENERGY MONITORING UNIT
	MOTOR PROTECTION RELAY
	AUTOMATIC TRANSFER SWITCH
NOTES:	
1. THESE ARE STANDARD LEGEND SHEETS. SOME SYMBOLS AND ABBREVIATIONS MAY APPEAR ON THE LEGEND AND NOT ON THE DRAWINGS.	
2. FOR ADDITIONAL ABBREVIATIONS OF OTHER DIVISIONS (HVAC, MECHANICAL, AND STRUCTURAL/ARCHITECTURAL) SEE OTHER LEGENDS.	

SYMBOL	DESCRIPTION
CONTROL DIAGRAM-1	
	PUSH-BUTTON SWITCH, MOMENTARY CONTACT, NORMALLY OPEN
	PUSH-BUTTON SWITCH, MOMENTARY CONTACT, NORMALLY CLOSED
	PUSH BUTTON SWITCH, MAINTAINED CONTACTS WITH MECHANICAL INTERLOCK
	3 POSITION SELECTOR SWITCH MAINTAINED CONTACT
	SELECTOR SWITCH - MAINTAINED CONTACT - CHART IDENTIFIES OPERATION WHEN NEEDED FOR CLARITY:
	SELECTOR SWITCH, ON-OFF TYPE
	TOGGLE SWITCH, ON-OFF TYPE
	SELECTOR SWITCH, ON-OFF TYPE
	MUSHROOM HEAD PUSHBUTTON SWITCH
	INDICATING LIGHT, PUSH-TO-TEST, LETTER INDICATES COLOR
	INDICATING LIGHT - LETTER INDICATES COLOR A - AMBER G - GREEN S - STROBE B - BLUE R - RED C - CLEAR W - WHITE
	ELAPSED TIME METER
	MOTOR STARTER CONTACTOR COIL
	CONTROL RELAY, X INDICATES NUMERICAL ORDER IN CIRCUIT
	TIME DELAY RELAY, X INDICATES NUMERICAL ORDER IN CIRCUIT
	SOLENOID VALVE, X INDICATES NUMERICAL ORDER IN CIRCUIT
	CONTACT - NORMALLY OPEN
	CONTACT - NORMALLY CLOSED
	REMOTE DEVICE
	TIME DELAY RELAY CONTACT, NORMALLY OPEN, CLOSSES WHEN ENERGIZED AND TIMED OUT
	TIME DELAY RELAY CONTACT, NORMALLY CLOSED, OPENS WHEN ENERGIZED AND TIMED OUT
	TIME DELAY RELAY CONTACT, CLOSSES WHEN ENERGIZED, OPENS WHEN DE-ENERGIZED AND TIMED OUT
	TIME DELAY RELAY CONTACT, OPENS WHEN ENERGIZED, CLOSSES WHEN DE-ENERGIZED AND TIMED OUT
	MOTOR SPACE HEATER
	TERMINAL BLOCK, REMOTE
	TERMINAL BLOCK, INTERNAL
	FUSED TERMINAL BLOCK
	FUSE, RATING INDICATED
	TRANSFORMER, CONTROL POWER
	THERMOCOUPLE

SYMBOL	DESCRIPTION
CONTROL DIAGRAM-2	
	CAPACITOR
	BATTERY
	LIMIT SWITCH, NORMALLY OPEN, CLOSSES AT END OF TRAVEL
	LIMIT SWITCH, NORMALLY CLOSED, OPENS AT END OF TRAVEL
	TEMPERATURE SWITCH, OPENS ON TEMPERATURE RISE
	TEMPERATURE SWITCH, CLOSSES ON TEMPERATURE RISE
	FLOAT SWITCH, NORMALLY OPEN, CLOSSES ON DESCENDING LEVEL
	FLOAT SWITCH, NORMALLY OPEN, CLOSSES ON RISING LEVEL
	PRESSURE SWITCH, NORMALLY CLOSED, OPENS ON RISING PRESSURE
	PRESSURE SWITCH, NORMALLY OPEN, CLOSSES ON RISING PRESSURE
	FLOW SWITCH, CLOSSES ON INCREASED FLOW
	FLOW SWITCH, OPENS ON INCREASED FLOW
	NEUTRAL GROUND CURRENT LIMITING RESISTOR
	CALIBRATING RESISTOR
	TACHOMETER GENERATOR
	GROUND FAULT SENSOR
	FLASHER
	SEALED CONTACT
	BUZZER
	POTENTIOMETER
	RESISTOR
	BLOWN FUSE INDICATOR
	COAXIAL CABLE
	MULTICONDUCTOR SHIELDED CABLE
	DUPLEX RECEPTACLE
	RELAY, WITH MECHANICAL LATCH
	FULLWAVE DIODE BRIDGE (AC TO DC)

06-16-2020

NO.	DATE	DR	CHK	BY	B MEMEO

REVISION

NO.	DATE	DR	CHK	BY	B MEMEO

W. VOLLMEERS
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2020 HEADWORKS IMPROVEMENTS PROJECT
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JACOBS

GENERAL
ELECTRICAL LEGEND 1

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

DATE	JUNE 2020
PROJ	133841
DWG	G-009
SHEET	9 of 48

FILENAME: 0001-G-0009_133841_HW.dgn PLOT DATE: 6/15/2020 PLOT TIME: 10:21:04 AM

SYMBOL	DESCRIPTION
POWER SYSTEM PLAN-1	
	CONNECTION POINT TO EQUIPMENT SPECIFIED. RACEWAY, CONDUCTOR, TERMINATION AND CONNECTION IN THIS DIVISION.
	MAJOR ELECTRICAL COMPONENT OR DEVICE - NAME OR IDENTIFYING SYMBOL AS SHOWN.
	PANELBOARD - SURFACE MOUNTED
	PANELBOARD LETTER OR NUMBER FACILITY NUMBER LP - LOW VOLTAGE PANEL DP - DISTRIBUTION PANEL
	PANELBOARD - FLUSH MOUNTED
	TERMINAL JUNCTION BOX
	MOTOR, SQUIRREL CAGE INDUCTION
	GENERATOR, VOLTAGE AND SIZE AS INDICATED.
	HOME RUN - DESTINATION SHOWN
	EXPOSED CONDUIT AND CONDUCTORS*
	CONCEALED CONDUIT AND CONDUCTORS*
NOTE: ALL UNMARKED CONDUIT RUNS CONSIST OF TWO NO. 12, ONE NO. 12 GROUND CONDUCTORS IN 3/4" CONDUIT. RUNS MARKED WITH CROSSHATCHES INDICATE NUMBER OF NO. 12 CONDUCTORS. CROSSHATCH WITH SUBSCRIPT "G" INDICATES GREEN GROUND WIRE.	
	CROSSHATCHES WITH BAR INDICATE NO.10 CONDUCTOR. SIZE CONDUIT ACCORDING TO SPECIFICATIONS AND APPLICABLE CODE.
	CONDUIT AND CONDUCTOR CALLOUT
	CONDUIT DOWN
	CONDUIT UP
	CONDUIT, STUBBED AND CAPPED
	CONDUIT TERMINATION AT CABLE TRAY
	EXISTING CONDUIT/ DUCT BANK
	BUS DUCT - SEE SPECIFICATIONS
	CONCRETE ENCASED CONDUIT
	DIRECT BURIED CONDUIT
	FIBER OPTIC CONDUIT
	CONCRETE ENCASED DUCT BANK WHERE XXXX IS THE DUCT BANK NAME. SEE CIRCUIT AND RACEWAY CODING DEFINITION
	CONCEALED CONDUIT ROUTING AREA
	CONDUIT ROUTING AREA
	CABLE TRAY
	TRANSFORMER
	GENERAL CONTROL OR WIRING DEVICE. LETTER SYMBOLS OR ABBREVIATIONS INDICATE TYPE OF DEVICE
	CONTROL STATION, SEE CONTROL DIAGRAMS FOR CONTROL DEVICE(S) REQUIRED.
	NONFUSED DISCONNECT SWITCH, CURRENT RATING INDICATED, 3 POLE
	FUSED DISCONNECT SWITCH, CURRENT RATING INDICATED (60/40, 60=SWITCH RATING / 40=FUZE RATING) 3 POLE
	COMBINATION CIRCUIT BREAKER AND MAGNETIC STARTER, NEMA SIZE INDICATED

SYMBOL	DESCRIPTION
POWER SYSTEM PLAN-2	
	BREAKER, SEPARATELY MOUNTED, CURRENT RATING INDICATED (100/40, 100 = FRAME SIZE; 40 = TRIP RATING) 3 POLE
	CONTACTOR, MAGNETIC, NEMA SIZE INDICATED
	LIGHTING CONTACTOR, CURRENT RATING INDICATED
	STARTER, MAGNETIC NEMA SIZE INDICATED
	CONVENIENCE RECEPTACLE - DUPLEX UNLESS NOTED OTHERWISE WP- WEATHERPROOF C- CLOCK HANGER TL- TWIST LOCK CRE- CORROSION RESISTANT GFCI- GROUND FAULT CIRCUIT INTERRUPTER SUBSCRIPT NUMBER AT RECEPTACLE INDICATES CIRCUIT
	240V RECEPTACLE
	CONVENIENCE RECEPTACLE - QUADRUPLEX
	MULTI OUTLET ASSEMBLY
	DUPLEX CONVENIENCE RECEPTACLE - FLUSH IN FLOOR
	CONVENIENCE RECEPTACLE, PEDESTAL, DUPLEX SINGLE FACE UNLESS INDICATED OTHERWISE
	RECEPTACLE, SPECIAL PURPOSE-NEMA CONFIGURATION AND AMPERAGE INDICATED
	THERMOSTAT
	UTILITY REVENUE METERING FACILITY
	ELECTRIC UNIT HEATER
	ELECTRIC AIR CONDITIONER (SELF CONTAINED UNIT)
	UTILITY POLE
LIGHTING SYSTEM PLAN	
	LUMINAIRE, SEE SCHEDULE
	LUMINAIRE, SEE SCHEDULE
	LUMINAIRE WITH INTERNAL BATTERY BACKUP, SEE SCHEDULE
	STRIP LUMINAIRE, SEE SCHEDULE
	LUMINAIRE AND POLE, SEE SCHEDULE
	WALL MOUNTED LUMINAIRE, SEE SCHEDULE
	FLOOD LIGHTS - AIM IN THE DIRECTION SHOWN
	STANDBY LIGHTING UNIT, SURFACE MOUNTED, SEE SCHEDULE
	EXIT LIGHTS - FILLED SECTION INDICATES LIGHTED FACE, ARROW INDICATES EGRESS DIRECTIONAL INDICATORS, XX = FIXTURE NUMBER, SEE SCHEDULE
	SMALL LETTER SUBSCRIPT AT SWITCH AND LUMINAIRE INDICATES SWITCHING. SUBSCRIPT NUMBER AT LUMINAIRE INDICATES CIRCUIT
	WALL SWITCH: 2- DOUBLE POLE P- PILOT LIGHT 3- THREE WAY K- KEY OPERATED 4- FOUR WAY D- DIMMER WP- WEATHERPROOF CRE- CORROSION RESISTANT EX- EXPLOSIONPROOF L- MOMENTARY 3-WAY M- MOTOR RATED MS- MANUAL STARTER WITH OVERLOADS
	OCCUPANCY SENSOR
	LIGHTING CONTACTOR
	MOTION DETECTOR
	PHOTOCELL

SYMBOL	DESCRIPTION
FIRE ALARM SYSTEM PLAN AND RISER	
	FIRE ALARM STATION, MANUAL
	FIRE ALARM SYSTEM, AUTOMATIC SMOKE DETECTOR
	FIRE ALARM SYSTEM, AUTOMATIC, HEAT DETECTOR
	FIRE ALARM BELL
	FIRE ALARM HORN
	FIRE ALARM HORN/STROBE LIGHT
	FIRE ALARM STROBE LIGHT
	AIR DUCT DETECTOR
	FIRE SPRINKLER FLOW SWITCH
	FIRE SPRINKLER TAMPER SWITCH
	DOOR HOLDER
TELEPHONE SYSTEM PLAN AND RISER	
	TELEPHONE TERMINAL CABINET
	TELEPHONE RECEPTACLE FLOOR BOX
	TELEPHONE RECEPTACLE
	TELEPHONE SYSTEM RACEWAY
COMPUTER SYSTEM (DATA) PLAN AND RISER	
	COMPUTER SYSTEM TERMINAL CABINET
	COMPUTER NETWORK CONNECTION
	COMPUTER NETWORK CONNECTION, FLUSH IN FLOOR
	DATA SYSTEM RACEWAY
COMBINED TELEPHONE/COMPUTER SYSTEM PLAN AND RISER	
	COMBINATION TELEPHONE/DATA RECEPTACLE, WALL MOUNTED, NUMBER OF PORTS INDICATED
	COMBINATION TELEPHONE/DATA RECEPTACLE, FLOOR BOX, NUMBER OF PORTS INDICATED
CLOSED CIRCUIT/TELEVISION CABLE PLAN AND RISER	
	COMBINATION CLOSED CIRCUIT TELEVISION RECEPTACLE (CCTV) AND DUPLEX CONVENIENCE RECEPTACLE IN TWO GANG BOX WITH BARRIER, 12" DOWN FROM CEILING
	COMBINATION TELEVISION CABLE RECEPTACLE (TV) AND DUPLEX CONVENIENCE RECEPTACLE IN TWO GANG BOX WITH BARRIER, 12" DOWN FROM CEILING
	CLOSED CIRCUIT TELEVISION RECEPTACLE, FLOOR BOX
	TELEVISION CABLE RECEPTACLE, FLOOR BOX

SYMBOL	DESCRIPTION
SOUND SYSTEM PLAN AND RISER	
	SPEAKER, CONE TYPE, RECESSED IN CEILING, SEE ARCHITECTURAL DRAWINGS FOR CEILING TYPE
	SPEAKER, CONE TYPE, WALL MOUNTED
	SPEAKER, CONE TYPE, SURFACE MOUNTED
	VOLUME CONTROL, WALL MOUNT 5'-0" AFF
	INTERIOR PAGING TRUMPET SOUND REPRODUCER WITH REMOTE AMPLIFIER, SURFACE MOUNTED
	MICROPHONE OUTLET
	SOUND SYSTEM RACEWAY
	COMMUNICATION STATION
SECURITY SYSTEM PLAN AND RISER	
	CARD KEY ACCESS
	CONTROL STATION
	DOOR SWITCH
	EGRESS PUSHBUTTON
	ELECTRONIC LOCK M = MAGNETIC S = STRIKE
	INTERCOM
	MONITOR
	MOTION SENSOR
	VIDEO CAMERA PTZ = PAN/TILT/ZOOM F = FIXED
GROUND SYSTEM PLAN	
	GROUND ROD
	GROUND ROD IN TEST WELL
	GROUNDING CONDUCTOR, SIZE AS INDICATED
	PIGTAIL FOR CONNECTION TO EQUIPMENT CABINET OR FRAME
	EQUIPMENT GROUND BUS
	EQUIPMENT NEUTRAL BUS
NOTES:	
1. THESE ARE STANDARD LEGEND SHEETS. SOME SYMBOLS AND ABBREVIATIONS MAY APPEAR ON THE LEGEND AND NOT ON THE DRAWINGS.	
2. FOR ADDITIONAL ABBREVIATIONS OF OTHER DIVISIONS (HVAC, MECHANICAL, AND STRUCTURAL/ARCHITECTURAL) SEE OTHER LEGENDS.	

06-16-2020

APVD BY: B MEMEO

APVD BY: W VOLLMERS

APVD BY: S SHORT

APVD BY: S PARKER

NO. DATE

DR

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JACOBS

GENERAL
ELECTRICAL LEGEND 2

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

DATE: JUNE 2020
PROJ: 133841
DWG: G-010
SHEET: 10 of 48

INSTRUMENT IDENTIFICATION

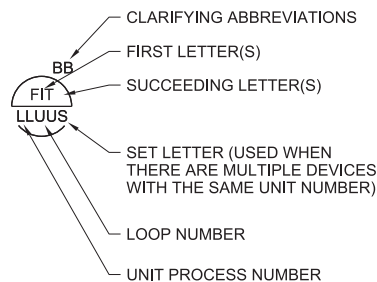
INSTRUMENT IDENTIFICATION LETTERS TABLE

LETTER	FIRST-LETTER		SUCCEEDING-LETTERS		
	PROCESS OR INITIATING VARIABLE	MODIFIER	READOUT OR PASSIVE FUNCTION	READOUT OR PASSIVE FUNCTION	READOUT OR PASSIVE FUNCTION
A	ANALYSIS (+)		ALARM		
B	BURNER, COMBUSTION		USER'S CHOICE (*)	USER'S CHOICE (*)	USER'S CHOICE (*)
C	USER'S CHOICE (*)			CONTROL	
D	DENSITY (S.G.)	DIFFERENTIAL			
E	VOLTAGE		PRIMARY ELEMENT, SENSOR		
F	FLOW RATE	RATIO (FRACTION)			
G	USER'S CHOICE (*)		GLASS, GAUGE VIEWING DEVICE	GATE	
H	HAND (MANUAL)				HIGH
I	CURRENT (ELECTRICAL)		INDICATE		
J	POWER	SCAN			
K	TIME, TIME SCHEDULE	TIME RATE OF CHANGE		CONTROL STATION	
L	LEVEL		LIGHT (PILOT)		LOW
M	MOTION	MOMENTARY			MIDDLE, INTERMEDIATE
N	TORQUE		USER'S CHOICE (*)	USER'S CHOICE (*)	USER'S CHOICE (*)
O	USER'S CHOICE (*)		ORIFICE, RESTRICTION		
P	PRESSURE, VACUUM		POINT (TEST) CONNECTION		
Q	QUANTITY	INTEGRATE, TOTALIZE			
R	RADIATION		RECORD OR PRINT		
S	SPEED, FREQUENCY	SAFETY		SWITCH	
T	TEMPERATURE			TRANSMIT	
U	MULTI VARIABLE		MULTI FUNCTION	MULTI FUNCTION	MULTI FUNCTION
V	VIBRATION, MECHANICAL ANALYSIS			VALVE, DAMPER, LOUVER	
W	WEIGHT, FORCE		WELL		
X	UNCLASSIFIED (*)	X AXIS	UNCLASSIFIED (*)	UNCLASSIFIED (*)	UNCLASSIFIED (*)
Y	EVENT, STATE OR PRESENCE	Y AXIS		RELAY, COMPUTE, CONVERT	
Z	POSITION	Z AXIS		DRIVE, ACTUATOR, UNCLASSIFIED FINAL CONTROL ELEMENT	

TABLE BASED ON THE INSTRUMENTATION, SYSTEMS, AND AUTOMATION SOCIETY (ISA) STANDARD.

(+) WHEN USED, EXPLANATION IS SHOWN ADJACENT TO INSTRUMENT SYMBOL. SEE ABBREVIATIONS AND LETTER SYMBOLS.
 (*) WHEN USED, DEFINE THE MEANING HERE FOR THE PROJECT.

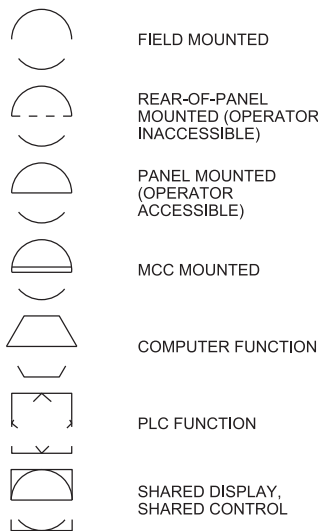
EXAMPLE SYMBOLS



DIGITAL SYSTEM INTERFACES

- ▲ ANALOG INPUT
- ▼ ANALOG OUTPUT
- △_x DISCRETE INPUT
- ▽_x DISCRETE OUTPUT

GENERAL INSTRUMENT OR FUNCTIONAL SYMBOLS



TRANSDUCERS

A	ANALOG	I	CURRENT
D	DIGITAL	P	PNEUMATIC
E	VOLTAGE	PF	PULSE FREQUENCY
F	FREQUENCY	PD	PULSE DURATION
H	HYDRAULIC	R	RESISTANCE

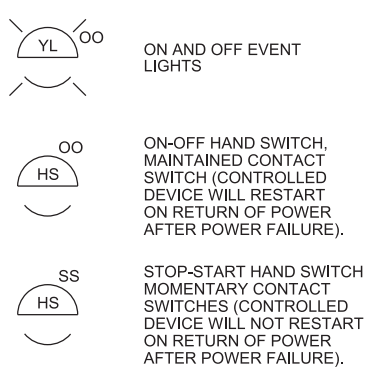


ACCESSORY DEVICES

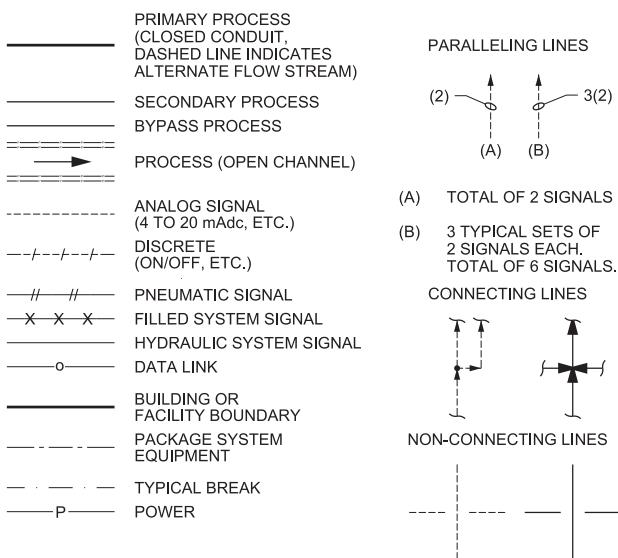
A	ALARM
C	CONTROLLER
I	INDICATOR
R	RECORDER
S	SWITCH
T	TRANSMITTER
X	UNCLASSIFIED



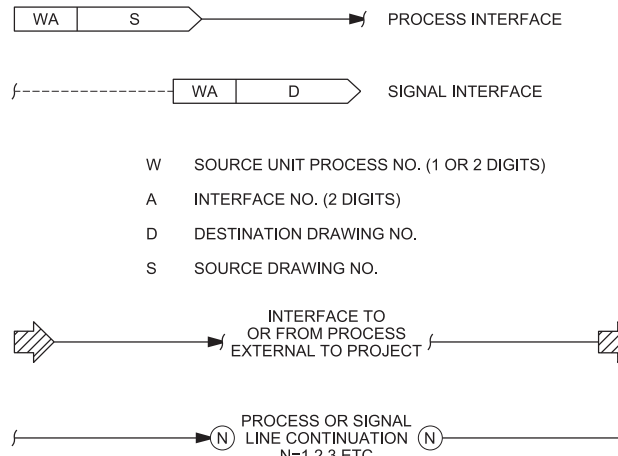
SPECIAL CASES



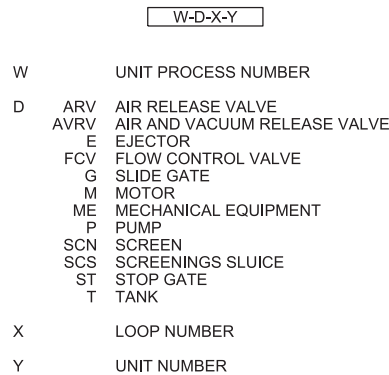
LINE LEGEND



INTERFACE SYMBOLS



SELF CONTAINED VALVE & EQUIPMENT TAG NUMBERS



ABBREVIATIONS & LETTER SYMBOLS

AC	ALTERNATING CURRENT
AM	AUTO-MANUAL
CAM	COMPUTER-AUTO-MANUAL
CCS	CENTRAL CONTROL SYSTEM
CL ₂ etc.	CHLORINE (TYPICAL: USE STANDARD CHEMICAL ELEMENT ABBREVIATIONS)
CM	COMPUTER-MANUAL
COD	CHEMICAL OXYGEN DEMAND
CP-X	CONTROL PANEL NO. X
DC	DIRECT CURRENT
DCS	DISTRIBUTED CONTROL SYSTEM
DCU	DISTRIBUTED CONTROL UNIT
DO	DISSOLVED OXYGEN
FCL ₂	FREE CHLORINE RESIDUAL
FOS	FAST-OFF-SLOW
FOSA	FAST-OFF-SLOW-AUTO
FOSR	FAST-OFF-SLOW-REMOTE
FP-W-X	FIELD PANEL NO. WX (W=UNIT PROCESS NUMBER X=PANEL NUMBER)
FOR	FORWARD-OFF-REVERSE
HOA	HAND-OFF-AUTO
HOR	HAND-OFF-REMOTE
ISR	INTRINSICALLY SAFE RELAY
LLEL	LOWER EXPLOSIVE LIMIT
LOS	LOCKOUT STOP
LR	LOCAL-REMOTE
MA	MANUAL-AUTO
MC	MODULATE-CLOSE
MCC-X	MOTOR CONTROL CENTER NO. X
MSC	MANUFACTURER SUPPLIED CABLE
OC	OPEN-CLOSE(D)
OCA	OPEN-CLOSE-AUTO
OCR	OPEN-CLOSE-REMOTE
OO	ON-OFF
OOA	ON-OFF-AUTO
OOR	ON-OFF-REMOTE
ORP	OXIDATION REDUCTION POTENTIAL
OSC	OPEN-STOP-CLOSE
pH	HYDROGEN ION CONCENTRATION
PLC	PROGRAMMABLE LOGIC CONTROLLER
RIO	REMOTE I/O UNIT
RM-X	REMOTE MULTIPLEXING MODULE NO. X
RTU-X	REMOTE TELEMETRY UNIT NO. X
SF	SLOWER-FASTER
SS	START-STOP
SSC	SUPERVISORY SET POINT CONTROL
TCL ₂	TOTAL CHLORINE RESIDUAL
TOC	TOTAL ORGANIC CARBON
TOD	TOTAL OXYGEN DEMAND
TURB	TURBIDITY
VHC	VOLATILE HYDROCARBONS
VIB	VIBRATION

GENERAL NOTES

- COMPONENTS AND PANELS SHOWN WITH A SINGLE ASTERISK (*) ARE TO BE PROVIDED AS PART OF A PACKAGE SYSTEM.
- COMPONENTS AND PANELS SHOWN WITH A DOUBLE ASTERISK (***) ARE TO BE PROVIDED UNDER DIVISION 16, ELECTRICAL.
- THIS IS A STANDARD LEGEND. THEREFORE, NOT ALL OF THIS INFORMATION MAY BE USED ON THE PROJECT.



06-16-2020

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NO.	DATE	S SHORT
DR	S PARKER	S SHORT
DR	S PARKER	S SHORT

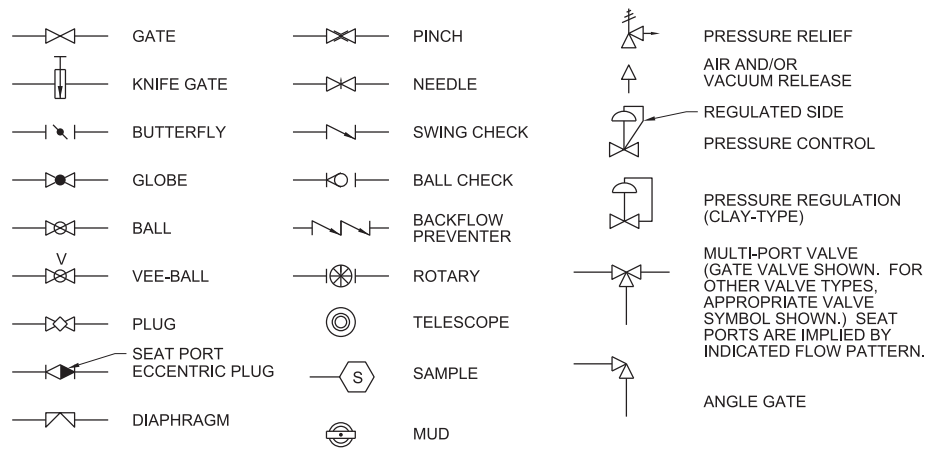
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JACOBS GENERAL INSTRUMENTATION AND CONTROLS LEGEND 1

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	G-011
SHEET	11 of 48

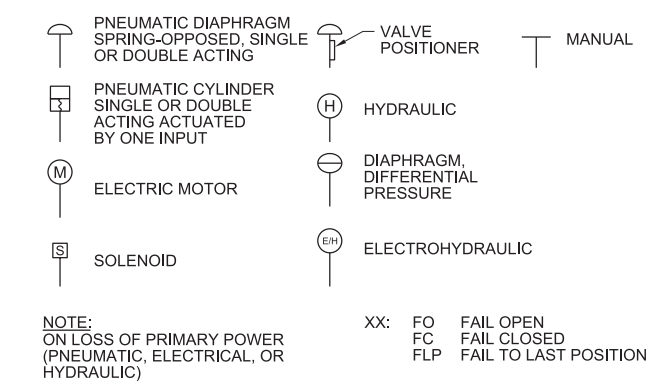
VALVE SYMBOLS



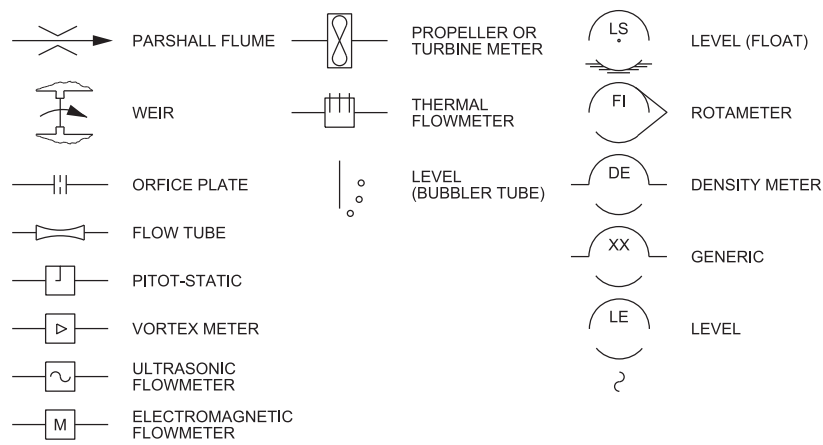
GATE SYMBOLS



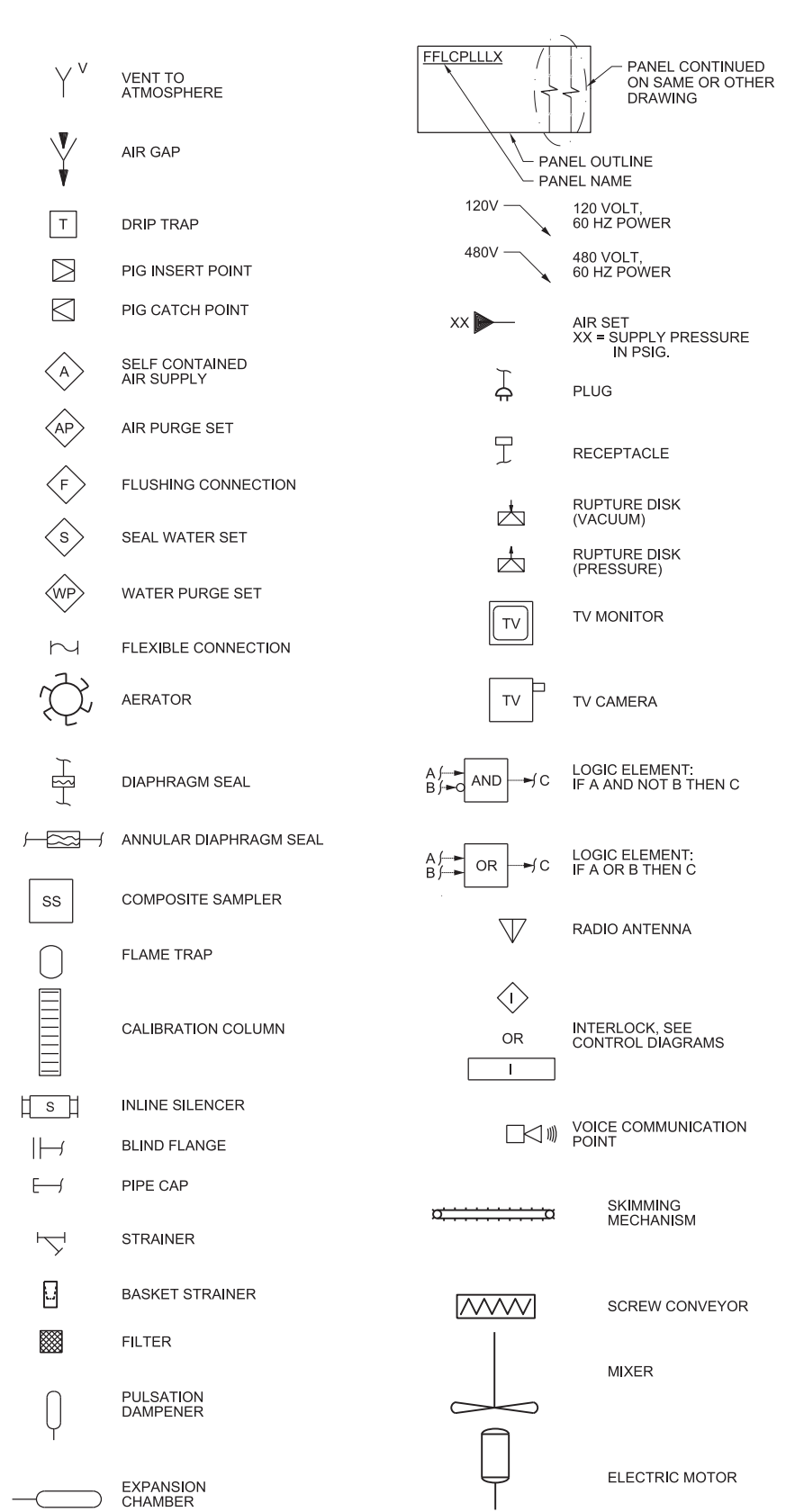
ACTUATOR SYMBOLS



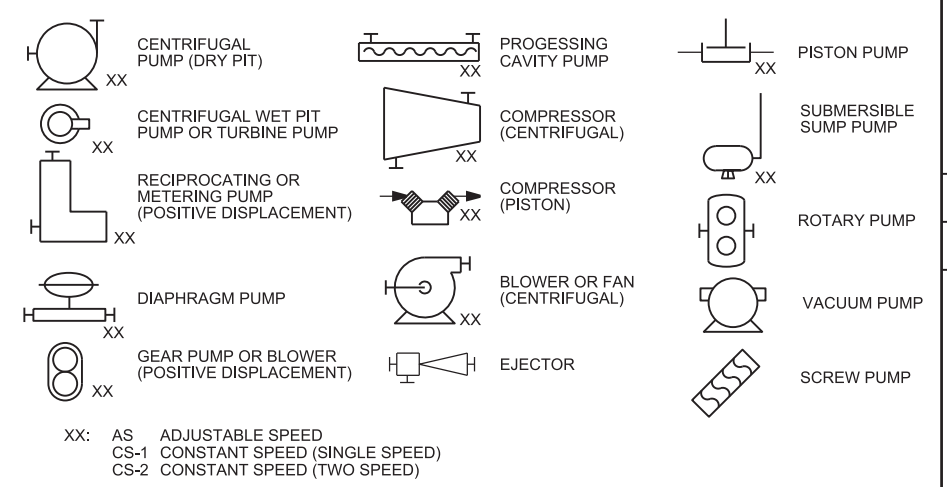
PRIMARY ELEMENT SYMBOLS



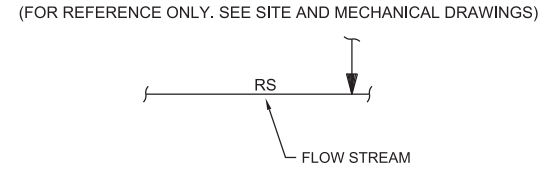
MISCELLANEOUS SYMBOLS



PUMP AND COMPRESSOR SYMBOLS



FLOW STREAM IDENTIFICATION



FLOW STREAM IDENTIFICATION

- D DRAIN
- DR DRAIN
- EBYP EMERGENCY BYPASS
- OA ODOROUS AIR
- OD OVERFLOW DRAIN
- OF OVERFLOW
- PD PLANT DRAIN
- PW PLANT WASTE
- RD ROOF DRAIN
- RS RAW SEWAGE
- SF STRIPPER FILTRATE
- TWAS THICKENED WASTE ACTIVATED SLUDGE
- V VENT
- 1W POTABLE WATER
- 2W NON-POTABLE WATER (CHLORINATED EFFLUENT)

NOTES:
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 2. FOR ADDITIONAL ABBREVIATIONS OF OTHER DIVISIONS (HVAC, MECHANICAL, AND STRUCTURAL/ARCHITECTURAL) SEE OTHER LEGENDS.



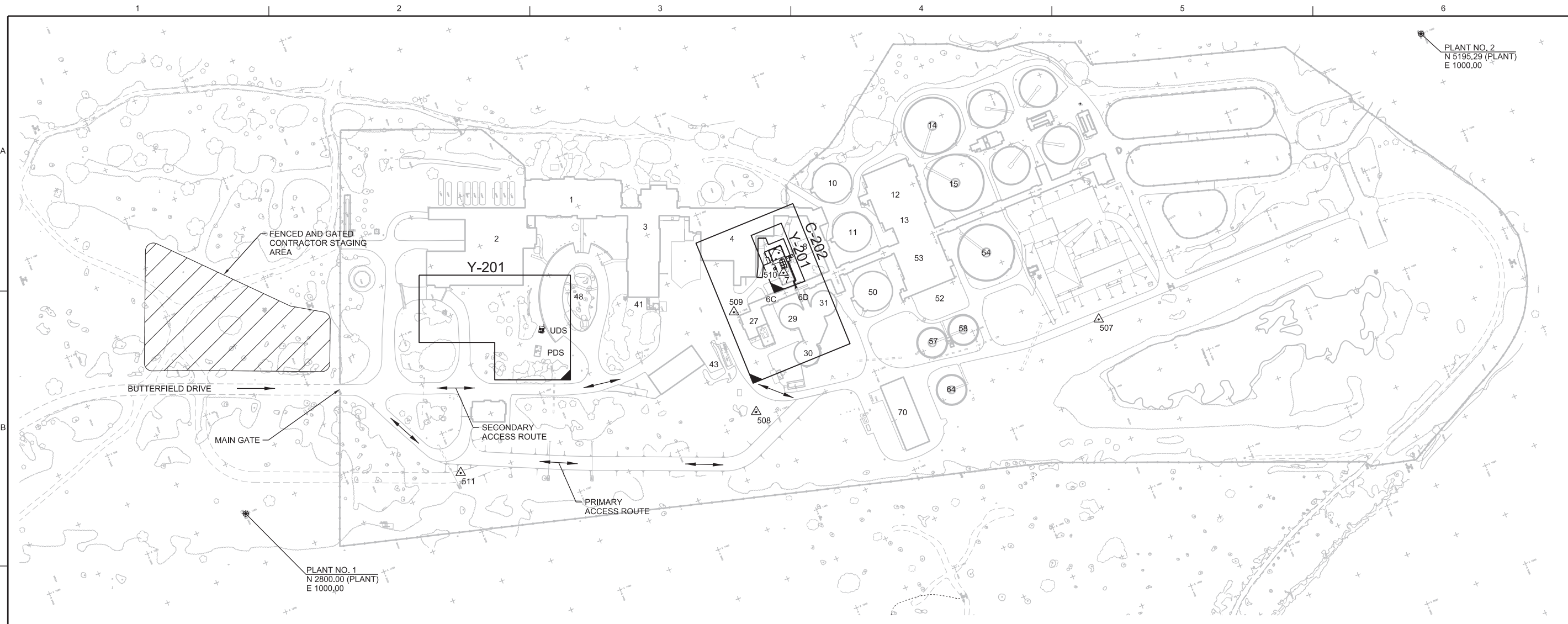
06-16-2020		B MEMEO	
BY	APVD	S SHORT	
NO.	DATE	S PARKER	
REVISION	CHK	B FRANCIS	
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JACOBS GENERAL INSTRUMENTATION AND CONTROLS LEGEND 2

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	G-012
SHEET	12 of 48



PLANT NO. 2
N 5195.29 (PLANT)
E 1000.00

PLANT NO. 1
N 2800.00 (PLANT)
E 1000.00



06-16-2020

NO.	DATE	DR	CHK	REVISION	APVD	BY	APVD	B MEMEO

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VERIFY SCALE	
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DWG	C-201
SHEET	13 of 48

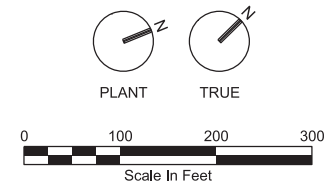
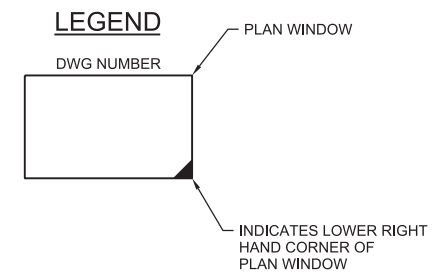
NO	BUILDING/STRUCTURE
UDS	UPSTREAM DIVERSION STRUCTURE
PDS	PLANT DIVERSION STRUCTURE
1	OPERATIONS BUILDING
2	ADVANCED WASTE TREATMENT BUILDING
3	SHOP & OXYGEN GENERATION/LUNCH ROOM
4	SOLIDS HANDLING BUILDING
5	BACKWASH EQUALIZING TANK
6	CORRIDOR (6A, 6B, 6C, 6D SECTIONS)
7	HEADWORKS BUILDING
8	GRIT CHAMBER
9	PRIMARY SLUDGE PUMP STATION
10-11	PRIMARY CLARIFIER - DOME COVER
12	OXYGENATION BASINS
13	C&CT BUILDING
14-15	SECONDARY CLARIFIER
16	RAPID MIX AND FLOCCULATION BASINS
17-18	CHEMICAL CLARIFIER
19	FIRST STAGE RECARBONATION BASIN
20-21	RECARBONATION CLARIFIER
22	SECOND STAGE RECARBONATION BASIN
23	CHEMICAL SLUDGE PUMP STATION
24	MULTIPURPOSE PUMP STATION
25-26	BALLAST PONDS
27	ELECTRICAL SUPPLY BUILDING
28	ELECTRICAL SUBSTATION
29-30	DIGESTER FIXED-TOP
31	DIGESTER FLOATING-COVER
32	DIGESTER BUILDING
33	DIGESTER
34	BIOLOGICAL FILTRATION EFFLUENT DISTRIBUTION BOX, BIOLOGICAL FILTRATION EFFLUENT POND
35	EMERGENCY RETENTION BASIN BYPASS STRUCTURE
36	EMERGENCY RETENTION BASIN
35A	AMMONIUM SULFATE STORAGE TANK
37	PLANT WASTE WET WELL
38	BALLAST POND DISTRIBUTION BOX

NO	BUILDING/STRUCTURE (CONT)
41	LIQUID OXYGEN STORAGE
42	DIESEL STORAGE TANK
43	CARBON DIOXIDE STORAGE
44	GASOLINE PUMP STATION
46	AWT SPILLAGE VAULT
47	SHS SPILLAGE VAULT
48	2-WATER RETENTION BASIN
50	PRIMARY CLARIFIER - DOME COVER
51	PRIMARY SLUDGE PUMP STATION
52	OXYGENATION BASINS
53	C&CT BUILDING
54	SECONDARY CLARIFIER
55DB	SECONDARY EFFLUENT DISTRIBUTION BOX
55VV	SECONDARY EFFLUENT VALVE VAULT
56	STRIPPER DISTRIBUTION BOX
57-58	STRIPPER BASIN
59	DEWATERING PUMP STATION
60	SEPTAGE RECEIVING STATION
61	STORAGE BUILDING
62	TSD POND DEWATERING P.S. (NOT SHOWN)
63	GREEN ACRES P.S.
64	STRIPPER BASIN
65	NOT ASSIGNED
66	PRIMARY CLARIFIER - DOME COVER
67	PHOSPHORUS STRIPPER
68	SLUDGE CONTROL ROOM
69	SECONDARY CLARIFIER
69A	ODOROUS AIR FAN STATION
70	BIOFILTERS
71	MAINTENANCE BUILDING
75	DEWATERING BUILDING
80	CHLORINE FACILITY
81	BNR INFLUENT PUMP STATION
82	BNR SUPERSTRUCTURE
83	BNR SUPPORT FACILITY
83	ENGINE GENERATOR FUEL STORAGE
99	EFFLUENT DISPOSAL FIELD

- NOTES:**
- AT NO TIME SHALL THE CONTRACTOR RESTRICT ACCESS TO A FACILITY WITHOUT PRIOR COORDINATION AND CONSENT BY THE AGENCY.
 - CONTRACTOR SHALL DEFER TO PRIMARY ACCESS ROUTE FOR CONSTRUCTION, EXCEPT WHEN WORK REQUIRES USE OF SECONDARY ACCESS.

SURVEY CONTROL TABLE

POINT NO.	NORTHING	EASTING	ELEV	DESCRIPTION
507	4428.51	1268.96	5728.94	CP/ 14336-507 SET SMAW
508	3764.17	1186.45	5729.80	CP/ 14336-508 SET SMAW
509	3496.35	996.31	5737.68	CP/ 14336-509 SET SMAW
510	3911.14	962.82	5739.67	CP/ 14336-510 SET PAINT X
511	3204.46	1082.17	5730.92	CP/ 14336-511 SET 60D



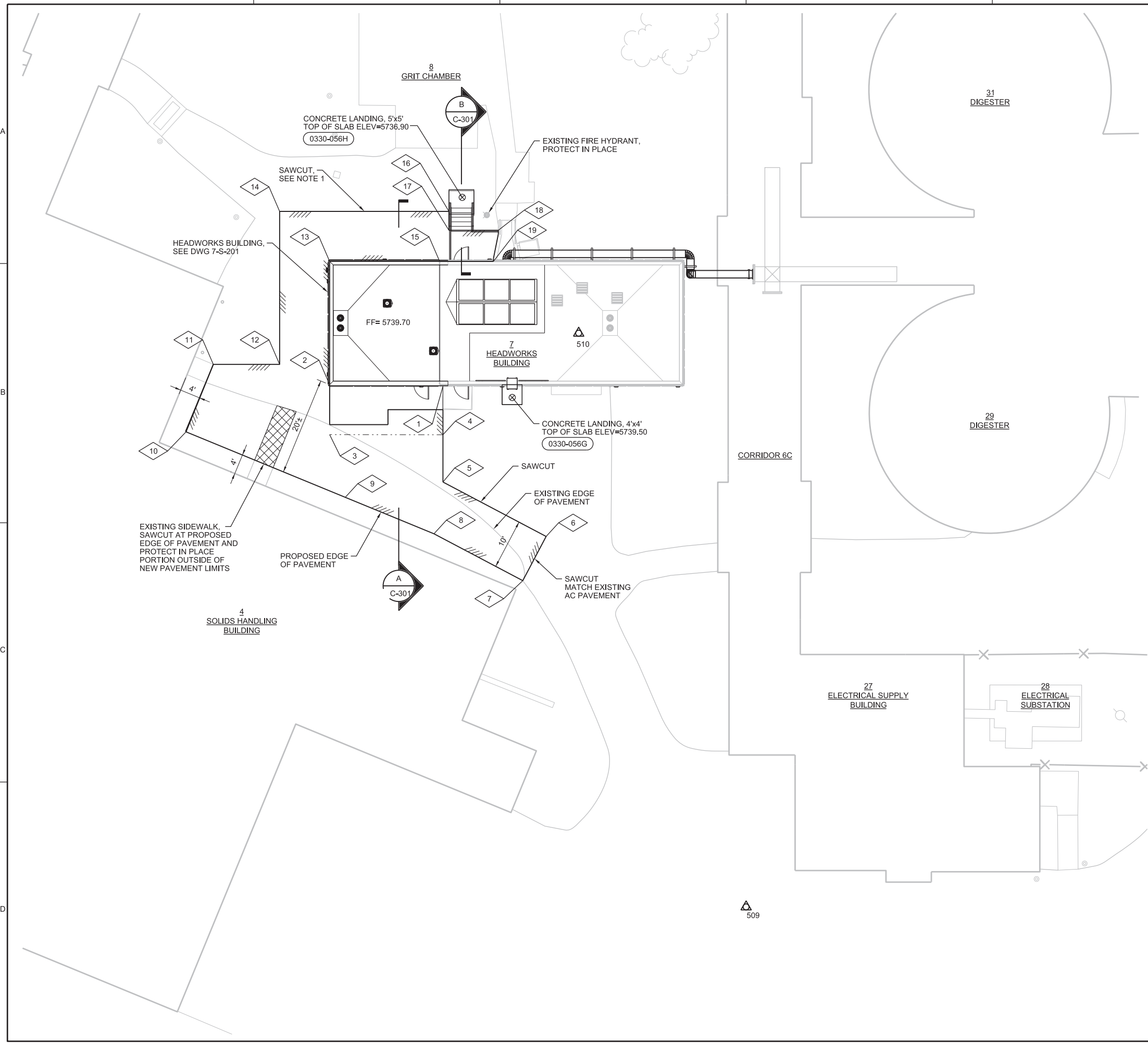
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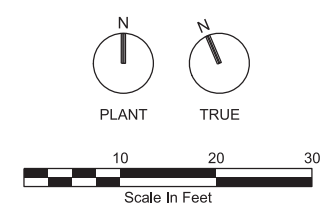
D



GRADING POINTS				
POINT NO.	NORTHING	EASTING	ELEV	DESCRIPTION
1	3900.51	935.67	5739.65	EP AT FACE OF BUILDING
2	3900.85	913.01	5739.65	EP AT FACE OF BUILDING
3	3890.85	913.00	5739.30	GRADE BREAK
4	3890.82	935.67	5739.82	MATCH EXISTING
5	3881.36	935.67	5739.87	MATCH EXISTING
6	3870.47	956.31	5740.23	MATCH EXISTING
7	3861.63	951.64	5740.15	MATCH EXISTING
8	3871.01	933.87	5739.85	EDGE OF PAVEMENT
9	3878.30	916.13	5739.65	EDGE OF PAVEMENT
10	3891.40	884.29	5739.40	EDGE OF PAVEMENT
11	3904.90	889.74	5738.29	MATCH EXISTING
12	3904.90	903.00	5738.53	MATCH EXISTING
13	3925.51	913.00	5737.70	EP AT FACE OF BUILDING
14	3935.51	903.00	5737.00	MATCH EXISTING
15	3925.51	935.67	5738.11	EP AT FACE OF BUILDING
16	3935.51	936.87	5737.18	MATCH EXISTING
17	3931.73	936.87	5737.42	MATCH EXISTING
18	3931.73	946.75	5737.30	MATCH EXISTING
19	3925.51	945.77	5738.20	EP AT FACE OF BUILDING

NOTE:

1. REMOVE AND REPLACE EXISTING AC PAVEMENT AND AGGREGATE BASE FOR CONSTRUCTION OF HEADWORKS EXPANSION. SAWCUT EDGES TO PROVIDE STRAIGHT, PLUMB, AND SOLID FACE FOR JOINT WITH NEW CONSTRUCTION.



06-16-2020

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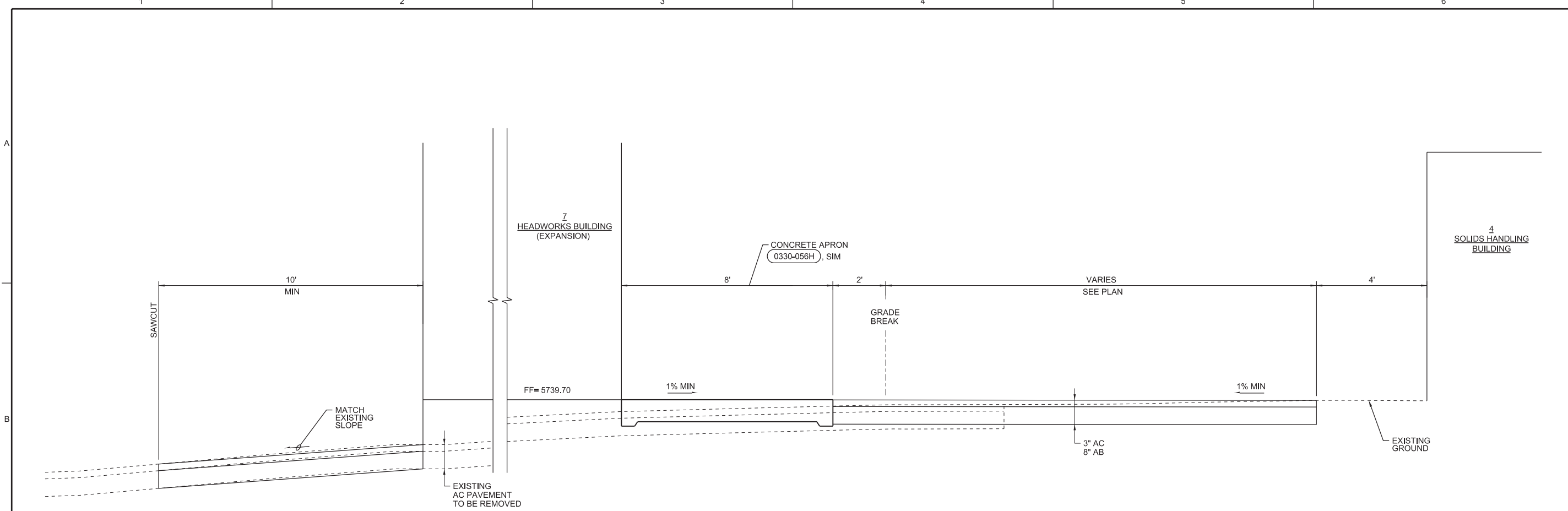
JACOBS

CIVIL
SITE PLAN

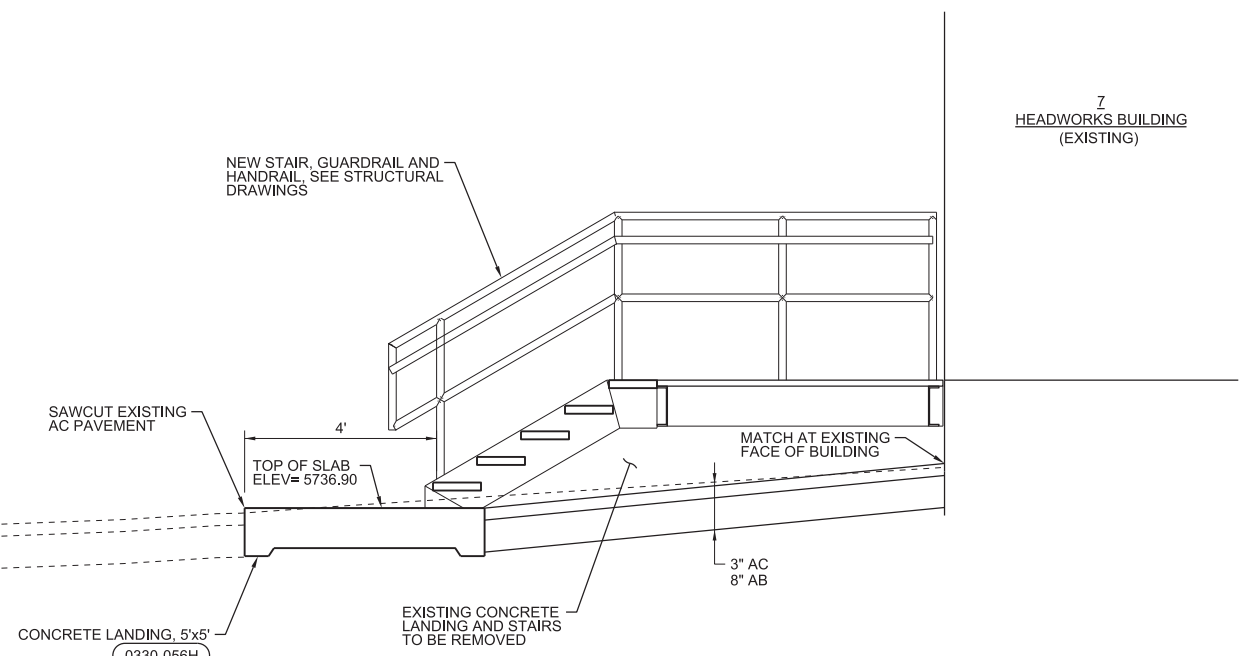
VERIFY SCALE
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DATE	JUNE 2020
PROJ	133841
DWG	C-202
SHEET	14 of 48

Scale In Feet



A SECTION
 1"=2'
 C-202



B SECTION
 1"=2'
 C-202



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						B MEMEO

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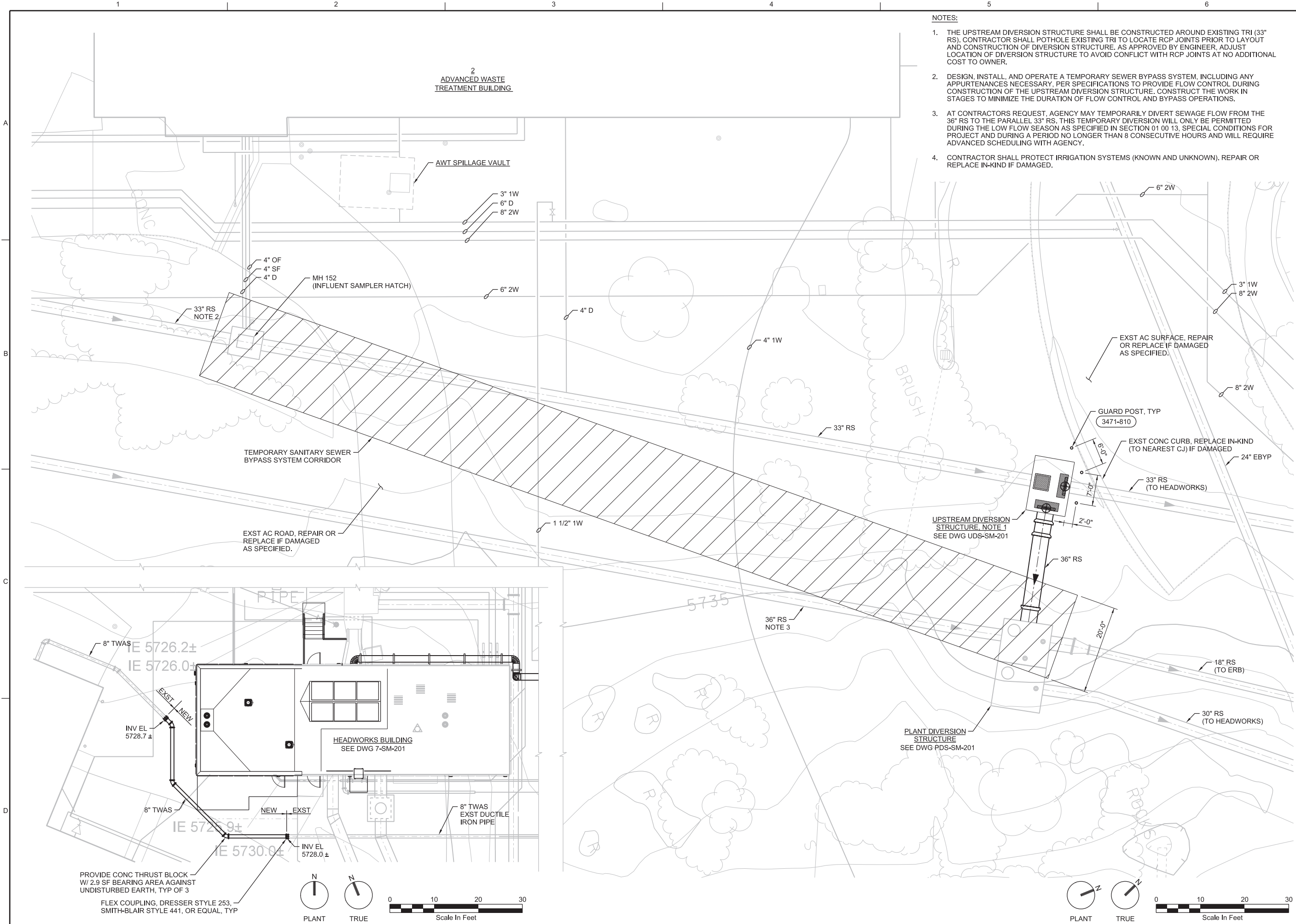
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CIVIL SECTIONS

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- NOTES:**
1. THE UPSTREAM DIVERSION STRUCTURE SHALL BE CONSTRUCTED AROUND EXISTING TRI (33" RS). CONTRACTOR SHALL POTHOLE EXISTING TRI TO LOCATE RCP JOINTS PRIOR TO LAYOUT AND CONSTRUCTION OF DIVERSION STRUCTURE. AS APPROVED BY ENGINEER, ADJUST LOCATION OF DIVERSION STRUCTURE TO AVOID CONFLICT WITH RCP JOINTS AT NO ADDITIONAL COST TO OWNER.
 2. DESIGN, INSTALL, AND OPERATE A TEMPORARY SEWER BYPASS SYSTEM, INCLUDING ANY APPURTENANCES NECESSARY, PER SPECIFICATIONS TO PROVIDE FLOW CONTROL DURING CONSTRUCTION OF THE UPSTREAM DIVERSION STRUCTURE. CONSTRUCT THE WORK IN STAGES TO MINIMIZE THE DURATION OF FLOW CONTROL AND BYPASS OPERATIONS.
 3. AT CONTRACTORS REQUEST, AGENCY MAY TEMPORARILY DIVERT SEWAGE FLOW FROM THE 36" RS TO THE PARALLEL 33" RS. THIS TEMPORARY DIVERSION WILL ONLY BE PERMITTED DURING THE LOW FLOW SEASON AS SPECIFIED IN SECTION 01 00 13. SPECIAL CONDITIONS FOR PROJECT AND DURING A PERIOD NO LONGER THAN 8 CONSECUTIVE HOURS AND WILL REQUIRE ADVANCED SCHEDULING WITH AGENCY.
 4. CONTRACTOR SHALL PROTECT IRRIGATION SYSTEMS (KNOWN AND UNKNOWN), REPAIR OR REPLACE IN-KIND IF DAMAGED.

06-16-2020

REVISION
BY: APVD
CHK: M MEMEO
DR: W MISLILIN
DATE: M RIESS
NO. DSGN: D CAVE
M RIESS
APVD

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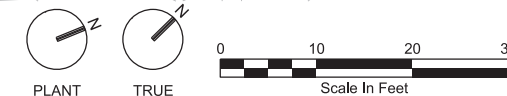
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YARD PIPING
YARD PIPING PLANS

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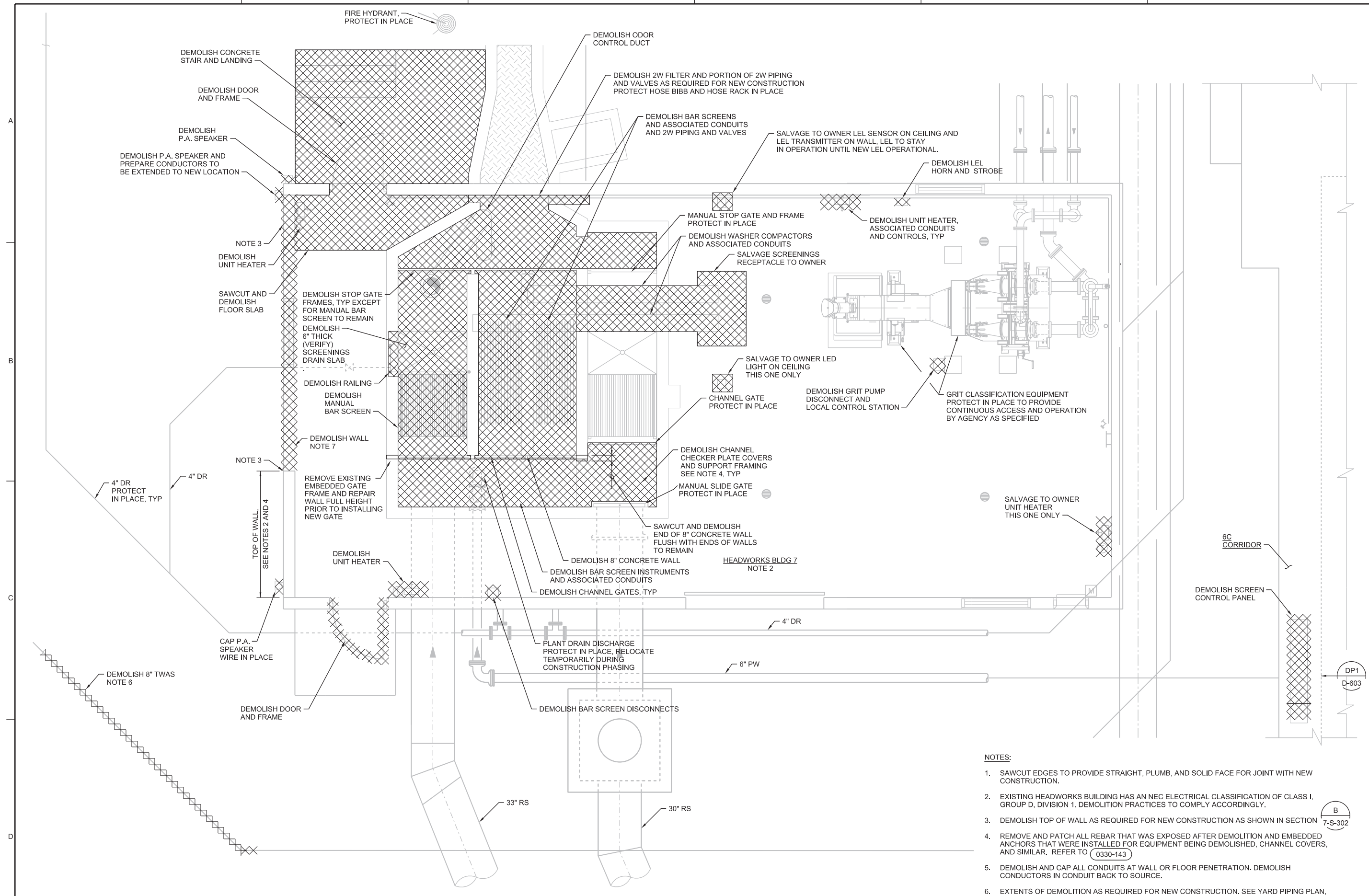
VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
DATE: JUNE 2020
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DWG: Y-201
SHEET: 16 of 48

PROVIDE CONC THRUST BLOCK W/ 2.9 SF BEARING AREA AGAINST UNDISTURBED EARTH, TYP OF 3
FLEX COUPLING, DRESSER STYLE 253, SMITH-BLAIR STYLE 441, OR EQUAL, TYP

PLANT TRUE



1 2 3 4 5 6



FIRE HYDRANT, PROTECT IN PLACE

DEMOLISH CONCRETE STAIR AND LANDING

DEMOLISH DOOR AND FRAME

DEMOLISH P.A. SPEAKER

DEMOLISH P.A. SPEAKER AND PREPARE CONDUCTORS TO BE EXTENDED TO NEW LOCATION

NOTE 3

DEMOLISH UNIT HEATER

SAWCUT AND DEMOLISH FLOOR SLAB

NOTE 3

DEMOLISH STOP GATE FRAMES, TYP EXCEPT FOR MANUAL BAR SCREEN TO REMAIN

DEMOLISH 6" THICK (VERIFY) SCREENINGS DRAIN SLAB

DEMOLISH RAILING

DEMOLISH MANUAL BAR SCREEN

DEMOLISH WALL NOTE 7

NOTE 3

4" DR PROTECT IN PLACE, TYP

4" DR

TOP OF WALL, SEE NOTES 2 AND 4

REMOVE EXISTING EMBEDDED GATE FRAME AND REPAIR WALL FULL HEIGHT PRIOR TO INSTALLING NEW GATE

DEMOLISH UNIT HEATER

DEMOLISH 8" CONCRETE WALL

DEMOLISH BAR SCREEN INSTRUMENTS AND ASSOCIATED CONDUITS

DEMOLISH CHANNEL GATES, TYP

DEMOLISH 8" TWAS NOTE 6

DEMOLISH DOOR AND FRAME

DEMOLISH ODOR CONTROL DUCT

DEMOLISH 2W FILTER AND PORTION OF 2W PIPING AND VALVES AS REQUIRED FOR NEW CONSTRUCTION PROTECT HOSE BIBB AND HOSE RACK IN PLACE

DEMOLISH BAR SCREENS AND ASSOCIATED CONDUITS AND 2W PIPING AND VALVES

SALVAGE TO OWNER LEL SENSOR ON CEILING AND LEL TRANSMITTER ON WALL, LEL TO STAY IN OPERATION UNTIL NEW LEL OPERATIONAL.

DEMOLISH LEL HORN AND STROBE

DEMOLISH UNIT HEATER, ASSOCIATED CONDUITS AND CONTROLS, TYP

SALVAGE SCREENINGS RECEPTACLE TO OWNER

SALVAGE TO OWNER LED LIGHT ON CEILING THIS ONE ONLY

DEMOLISH GRIT PUMP DISCONNECT AND LOCAL CONTROL STATION

GRIT CLASSIFICATION EQUIPMENT PROTECT IN PLACE TO PROVIDE CONTINUOUS ACCESS AND OPERATION BY AGENCY AS SPECIFIED

DEMOLISH CHANNEL CHECKER PLATE COVERS AND SUPPORT FRAMING SEE NOTE 4, TYP

MANUAL SLIDE GATE PROTECT IN PLACE

SAWCUT AND DEMOLISH END OF 8" CONCRETE WALL FLUSH WITH ENDS OF WALLS TO REMAIN

DEMOLISH CHANNELED GATE AND FRAME PROTECT IN PLACE

DEMOLISH CHANNEL CHECKER PLATE COVERS AND SUPPORT FRAMING SEE NOTE 4, TYP

MANUAL SLIDE GATE PROTECT IN PLACE

SAWCUT AND DEMOLISH END OF 8" CONCRETE WALL FLUSH WITH ENDS OF WALLS TO REMAIN

DEMOLISH BAR SCREEN INSTRUMENTS AND ASSOCIATED CONDUITS

DEMOLISH CHANNEL GATES, TYP

PLANT DRAIN DISCHARGE PROTECT IN PLACE, RELOCATE TEMPORARILY DURING CONSTRUCTION PHASING

DEMOLISH BAR SCREEN DISCONNECTS

33" RS

30" RS

4" DR

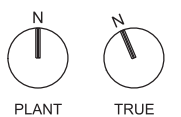
6" PW

6C CORRIDOR

DEMOLISH SCREEN CONTROL PANEL

DP1 D-603

- NOTES:**
- SAWCUT EDGES TO PROVIDE STRAIGHT, PLUMB, AND SOLID FACE FOR JOINT WITH NEW CONSTRUCTION.
 - EXISTING HEADWORKS BUILDING HAS AN NEC ELECTRICAL CLASSIFICATION OF CLASS I, GROUP D, DIVISION 1. DEMOLITION PRACTICES TO COMPLY ACCORDINGLY.
 - DEMOLISH TOP OF WALL AS REQUIRED FOR NEW CONSTRUCTION AS SHOWN IN SECTION B 7-S-302
 - REMOVE AND PATCH ALL REBAR THAT WAS EXPOSED AFTER DEMOLITION AND EMBEDDED ANCHORS THAT WERE INSTALLED FOR EQUIPMENT BEING DEMOLISHED, CHANNEL COVERS, AND SIMILAR. REFER TO 0330-143
 - DEMOLISH AND CAP ALL CONDUITS AT WALL OR FLOOR PENETRATION. DEMOLISH CONDUCTORS IN CONDUIT BACK TO SOURCE.
 - EXTENTS OF DEMOLITION AS REQUIRED FOR NEW CONSTRUCTION. SEE YARD PIPING PLAN, Y-201 FOR NEW TIE IN LOCATIONS.
 - EXISTING CMU END WALL SHALL STAY IN PLACE DURING THE CONSTRUCTION OF THE NEW BUILDING EXTENSION. SEE NOTE 1 DWG 7-S-302.
 - DEMOLISH ALL EXTERIOR LIGHTS AND CAP CONDUIT AT WALL PENETRATION. DEMOLISH CONDUCTORS IN CONDUIT BACK TO SOURCE.



DEMOLITION - FLOOR PLAN
3/8"=1'-0"



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					M RIESS
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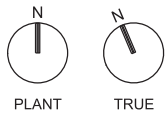
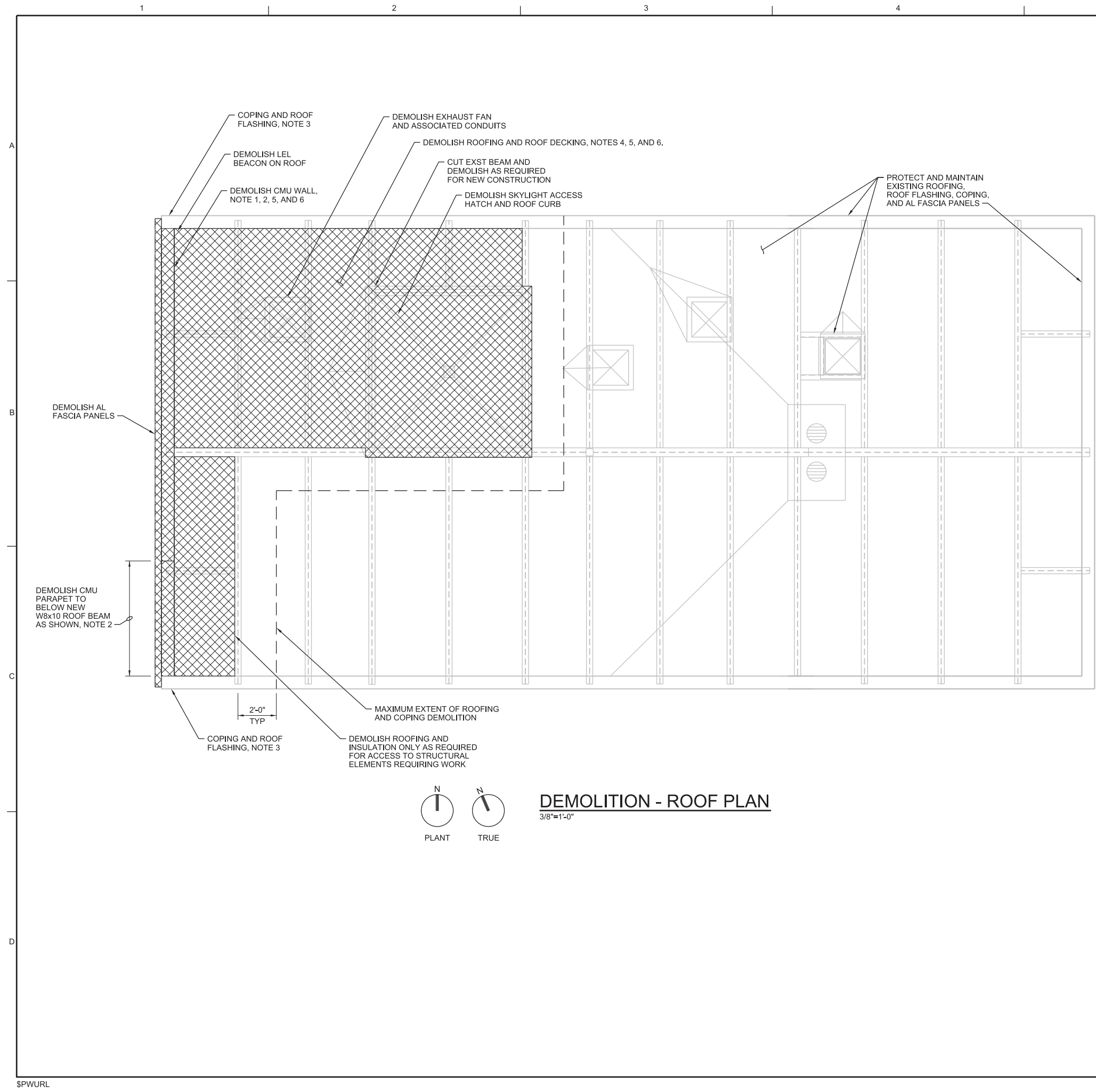
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DEMOLITION
**HEADWORKS
DEMOLITION - FLOOR PLAN**

VERIFY SCALE
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0 1"

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SHEET	17 of 48



DEMOLITION - ROOF PLAN
3/8"=1'-0"

- DEMOLITION NOTES**
1. DEMOLISH EXISTING CMU WALL FULL HEIGHT EXCEPT WHERE OTHERWISE SHOWN.
 2. SAWCUT EDGES TO PROVIDE STRAIGHT, PLUMB, AND SOLID FACE FOR JOINT WITH NEW CONSTRUCTION.
 3. DEMOLISH COPING AND ROOF FLASHING ONLY AS REQUIRED FOR INSTALLATION OF NEW ROOFING SYSTEM.
 4. SEE STRUCTURAL DETAILS FOR LIMITS OF ROOF DECKING DEMOLITION.
 5. THE EXISTING CMU END WALL AND METAL DECKING SHALL STAY IN PLACE UNTIL THE NEW BUILDING EXTENSION IS CONSTRUCTED.
 6. THE EXISTING "PLANT" EAST-WEST WALLS AND ROOF STRUCTURE SHALL BE TEMPORARILY BRACED UNTIL THE NEW WALLS AND ROOF STRUCTURE IS COMPLETE.

06-16-2020	
NO.	DATE
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DR	DR
CHK	CHK
REVISION	REVISION
BY	BY
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B MEMEO	

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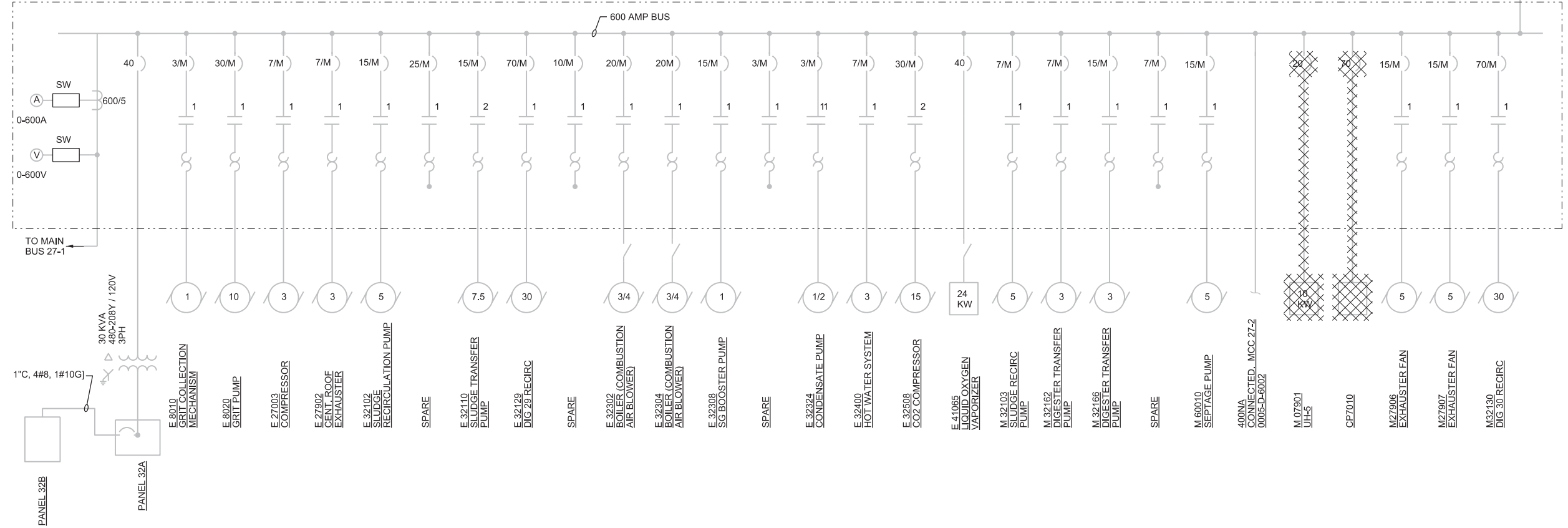
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DEMOLITION
HEADWORKS
DEMOLITION - ROOF PLAN

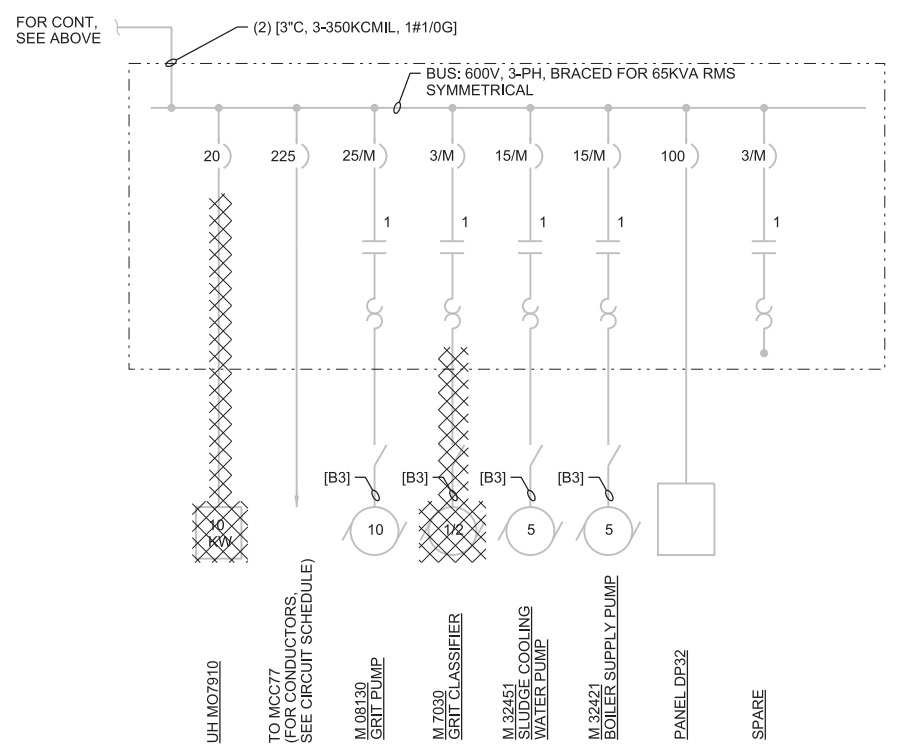
VERIFY SCALE	
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DWG	D-102
SHEET	18 of 48

MCC 27-1

FOR CONT. SEE BELOW



MCC 27-1



06-16-2020

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			W VOLLMERS	B MEMEO

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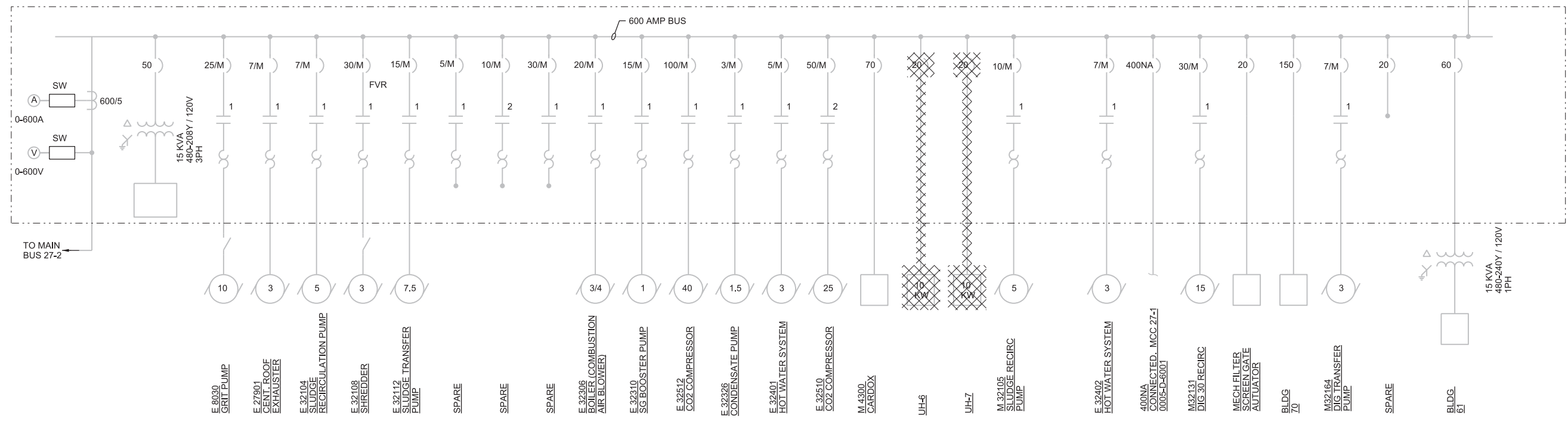
DEMOLITION
DEMOLITION - ONE-LINE DIAGRAM
 MCC 27-1

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DWG	D-601
SHEET	19 of 48

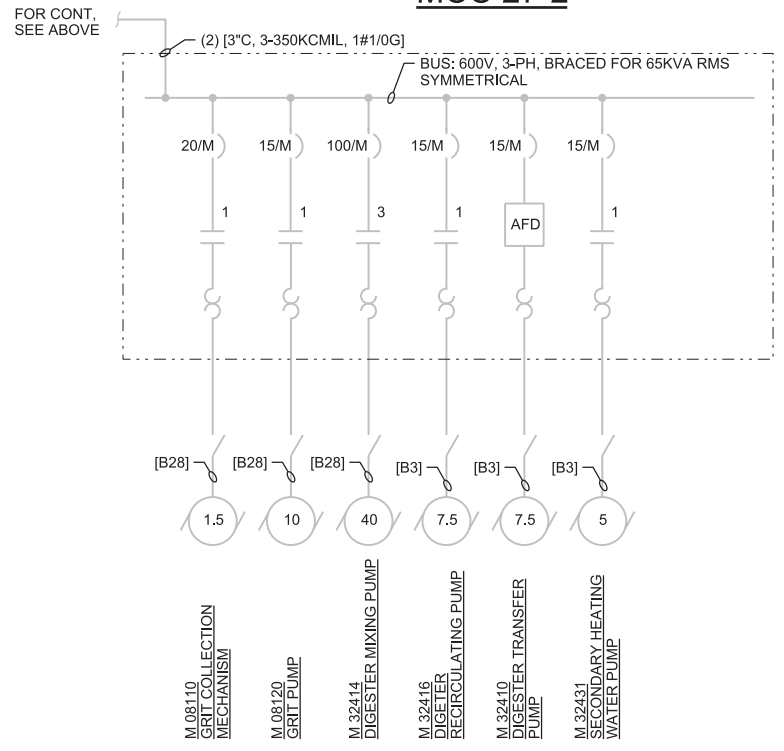
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MCC 27-2



MCC 27-2



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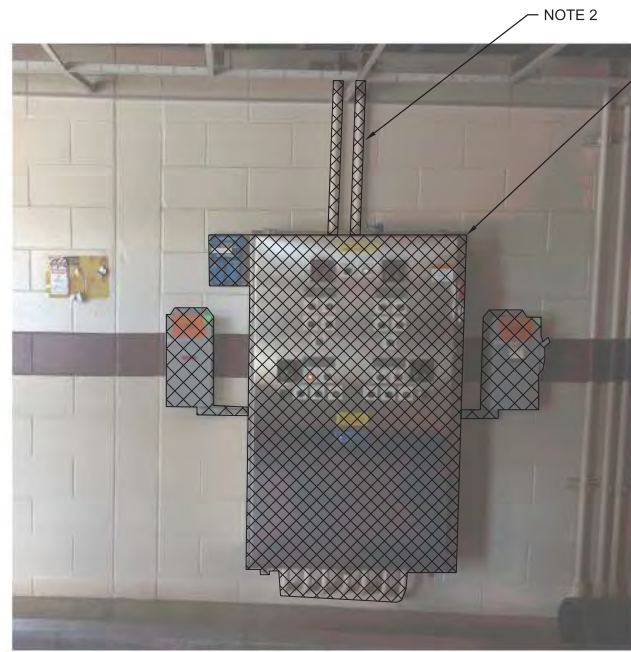
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DEMOLITION - ONE-LINE DIAGRAM MCC 27-2

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PANEL CP7010

DP1
NTS
D-101

DEMO PHOTO



MCC 27-1

DP2
NTS
E-201

DEMO PHOTO



MCC 27-1

CP7010
UH-5
NOTE 3

DP3
NTS
E-201

DEMO PHOTO



MCC 27-2

DP4
NTS
E-201

DEMO PHOTO

UH-6
UH-7
NOTE 3

NOTES:

1. DEMOLISH CONDUCTORS FROM LOAD TO MCC AND PRESERVE BREAKER INTACT. PRESERVE DOOR AND DEMOLISH NAME TAG. PROVIDE NEW NAME TAG MARKED "SPARE".
2. DEMOLISH CONDUCTORS BACK TO MCC 27-1 AND CAP CONDUITS AT CEILING LEVEL.
3. DEMOLISH CIRCUIT BREAKER UNITS. PREPARE SPACE TO ACCEPT NEW 200A CIRCUIT BREAKER UNIT.



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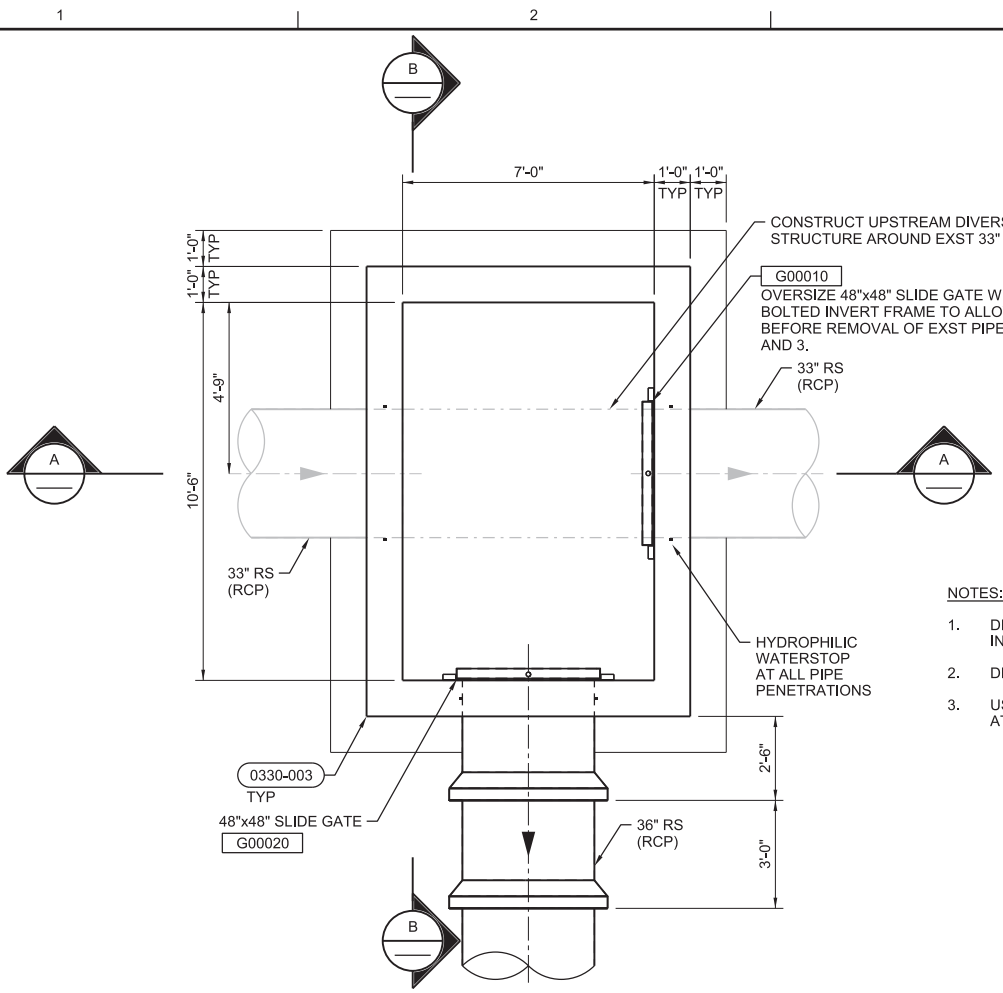
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DEMOLITION
DEMOLITION PHOTOS

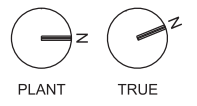
VERIFY SCALE

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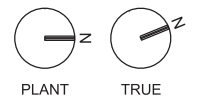
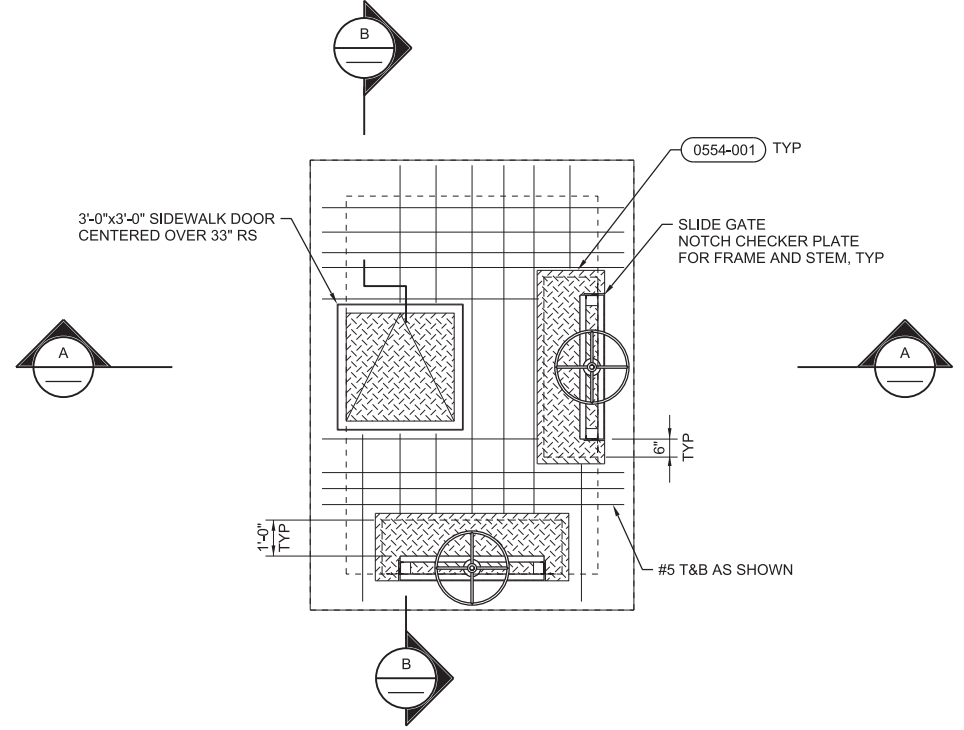
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DWG	D-603
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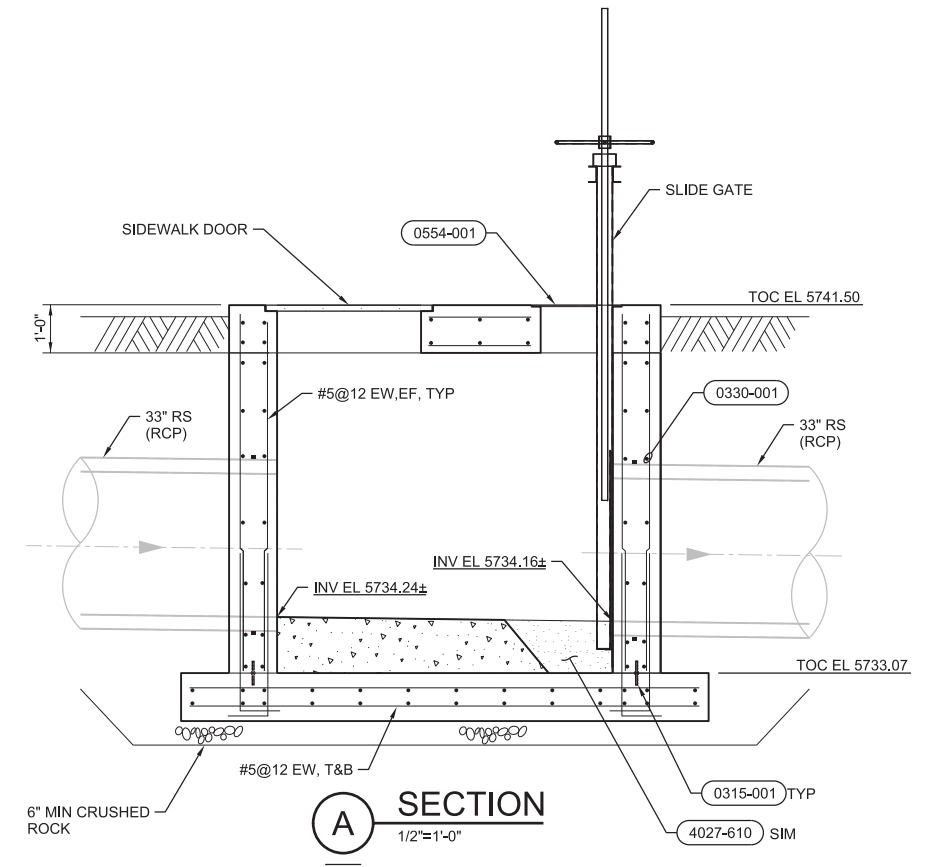
- NOTES:**
1. DEMOLISH PIPE JUST PRIOR TO INSTALLATION OF GATE AND IN ACCORDANCE WITH APPROVED SHUTDOWN RESTRICTIONS.
 2. DEMOLISH EXISTING PIPE FLUSH WITH INTERIOR WALL SURFACE.
 3. USE CONCRETE REPAIR MORTAR TO ACHIEVE SMOOTH SURFACE AT CUT ENDS AND TO PROTECT EXISTING PIPE REINFORCING.



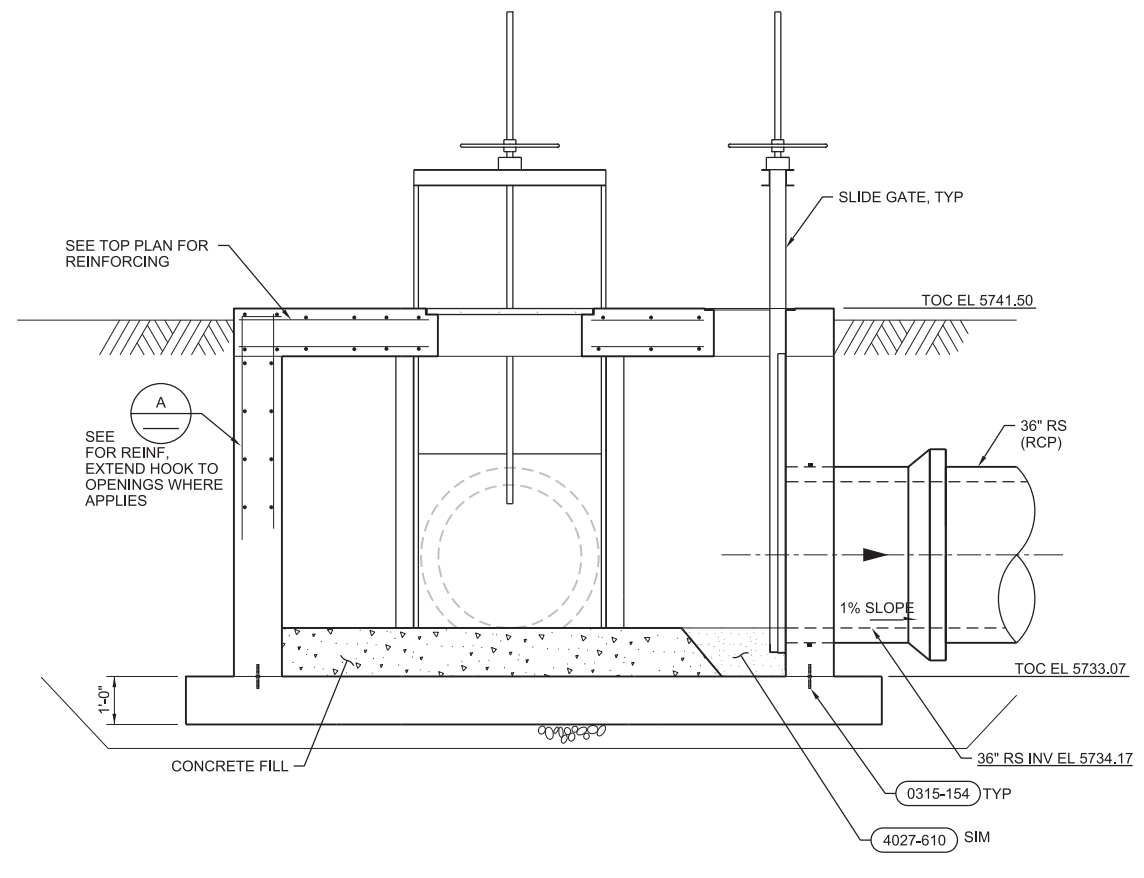
FOUNDATION PLAN
3/8"=1'-0"



TOP PLAN
3/8"=1'-0"



SECTION A
1/2"=1'-0"



SECTION B
1/2"=1'-0"



06-16-2020



06-16-2020

NO.	DATE	DR	CHK	BY
		M RANDALL	J MINOR	C BURKE
				B MEMEO

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STRUCTURAL / MECHANICAL

**UPSTREAM DIVERSION STRUCTURE
PLANS AND SECTIONS**

VERIFY SCALE	
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DATE	JUNE 2020
PROJ	133841
DWG	UDS-SM-201
SHEET	22 of 48

1

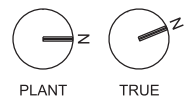
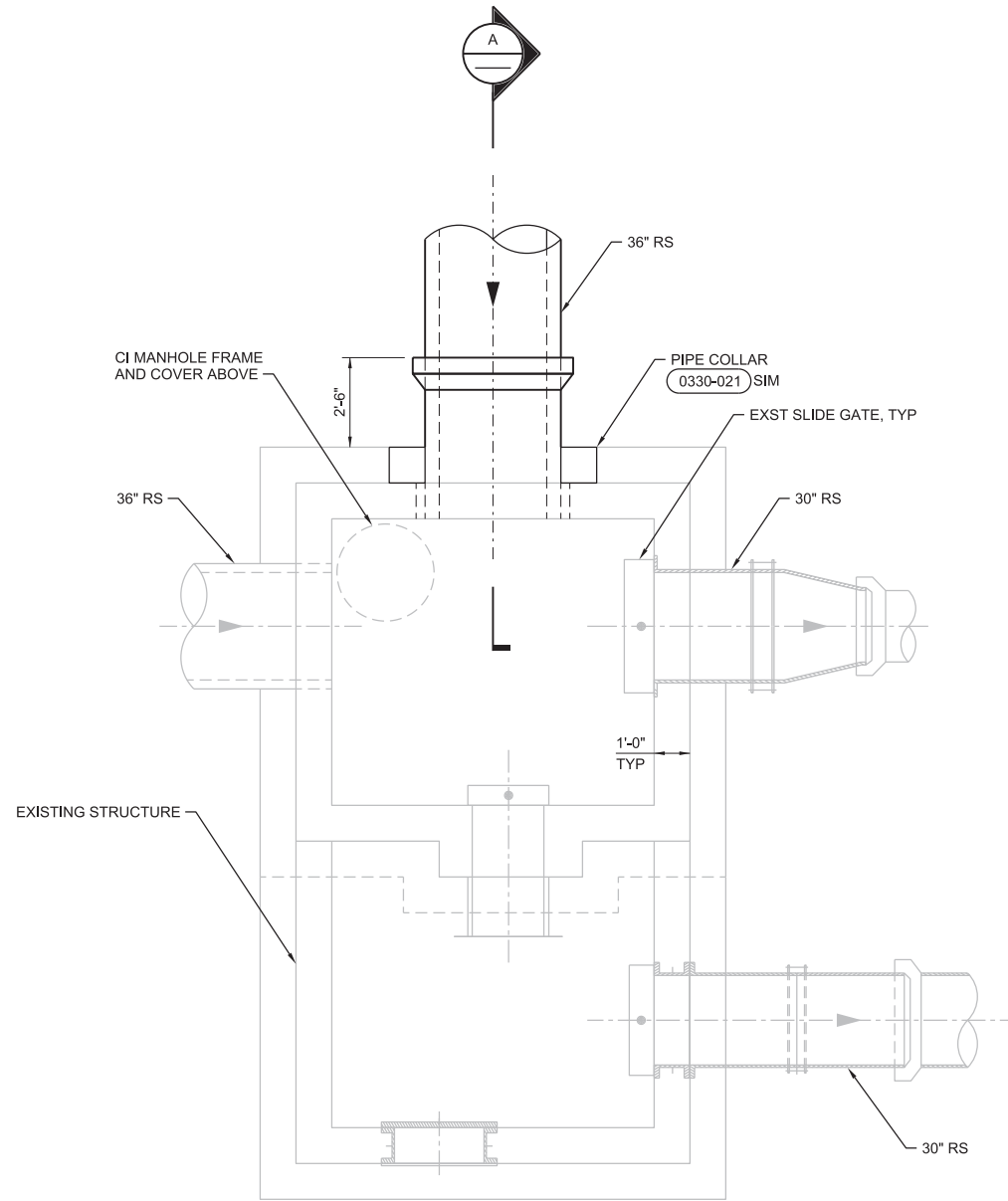
2

3

4

5

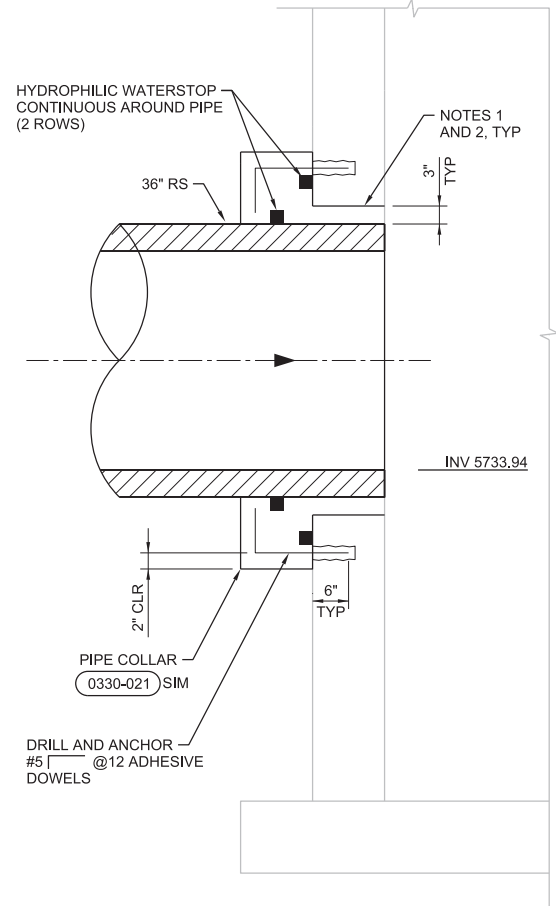
6



LOWER PLAN
3/8"=1'-0"

NOTES:

1. SAWCUT A SQUARE HOLE IN EXST WALL. HOLE SHALL BE 6" LARGER THAN PIPE OUTSIDE DIAMETER.
2. FILL ANNULAR SPACE WITH CONCRETE MONOLITHICALLY WITH PIPE COLLAR.
3. CLEAN BOND SURFACES PRIOR TO PLACING PIPE COLLAR



A SECTION
3/4"=1'-0"



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JACOBS
STRUCTURAL / MECHANICAL
PLANT DIVERSION STRUCTURE
PLAN AND SECTION

VERIFY SCALE BAR IS ONE INCH ON ORIGINAL DRAWING.	
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PROJ	133841
DWG	PDS-SM-201
SHEET	23 of 48

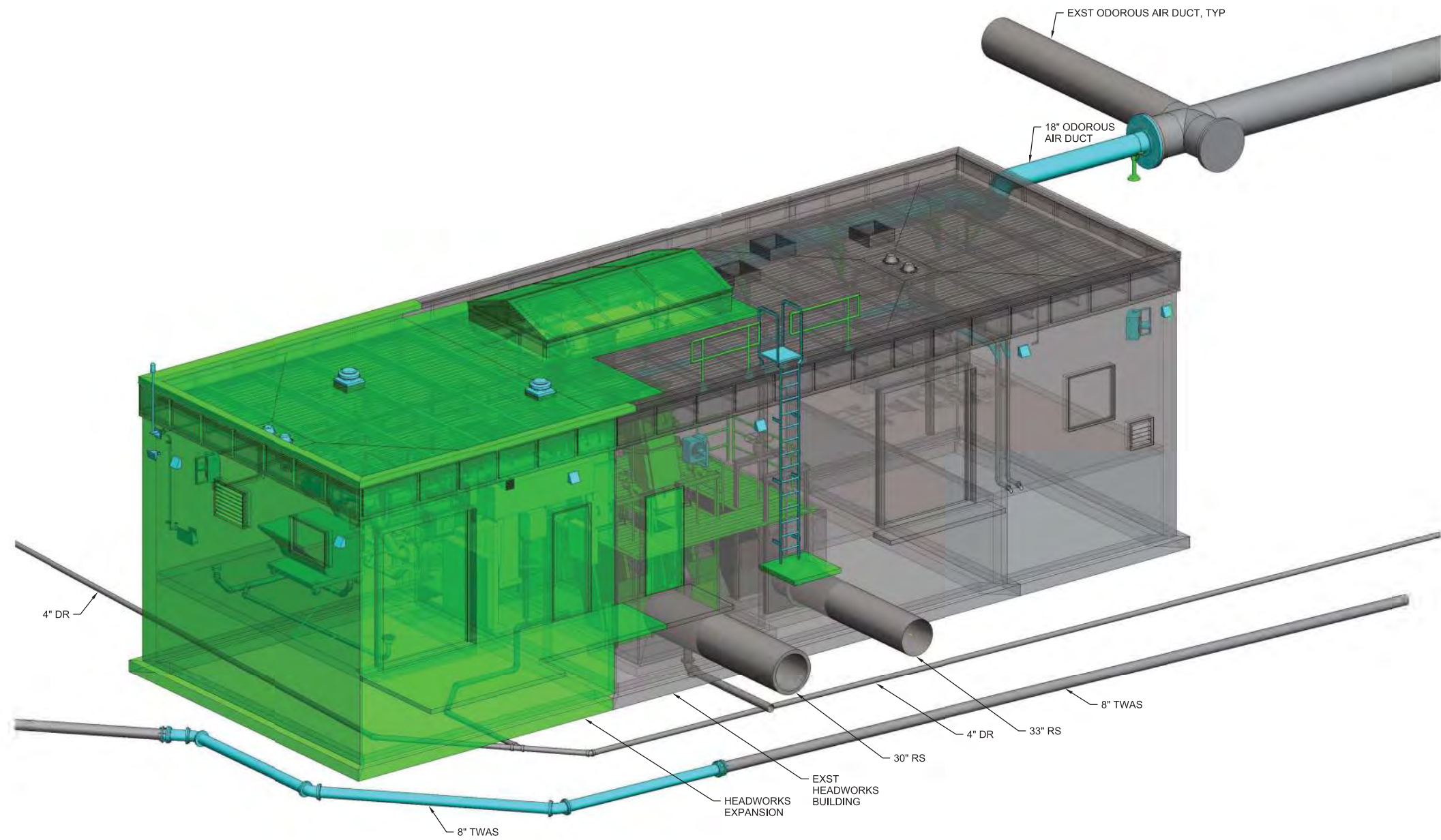
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A

B

C

D



NOTE:
 1. RENDERING IS NOT TO SCALE AND IS INCLUDED FOR REFERENCE ONLY.

HEADWORKS BUILDING RENDERING
 NTS



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			CHK	APVD
				APVD

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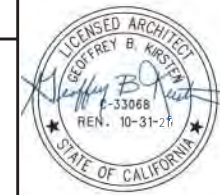
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JACOBS
 GENERAL
**HEADWORKS
 RENDERING**

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	7-R-201
SHEET	24 of 48

GENERAL SHEET NOTES

1. FOR GENERAL ARCHITECTURAL NOTES, MATERIAL SYMBOLS, LEGEND AND WALL TYPES, SEE DRAWING G-005.
2. FOR BUILDING CODE DATA AND LIFE SAFETY PLAN, SEE DRAWING G-006.



06-16-2020

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NO.	DATE	DSGN	DR	CHK	REVISION	BY	APVD
			S PAYNE	J HOSTETLER		G KIRSTEN	APVD
							B MEMEO

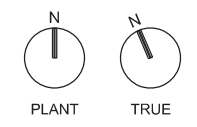
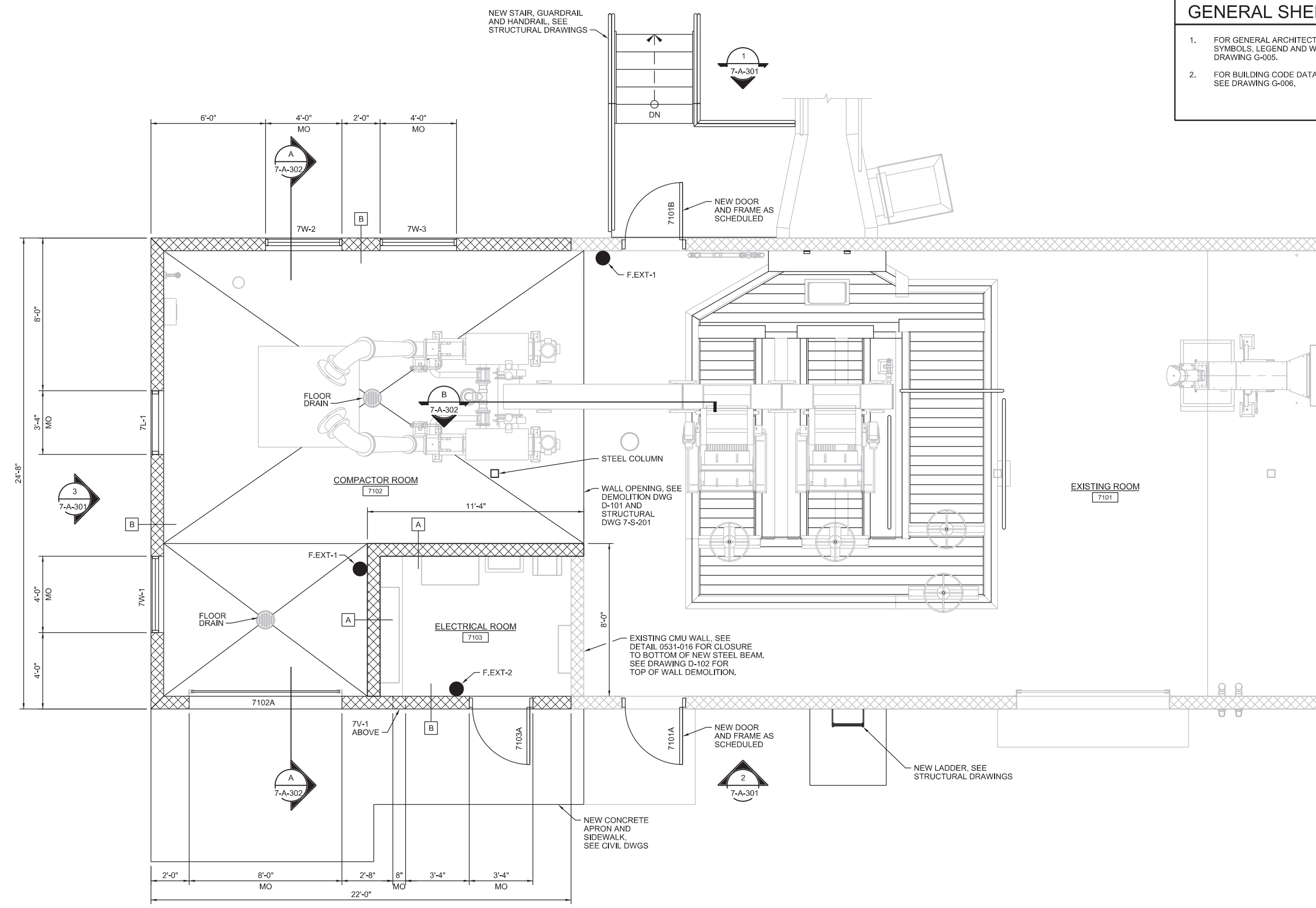
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JACOBS
 ARCHITECTURAL
**HEADWORKS
 FLOOR PLAN**

VERIFY SCALE
 BAR IS ONE INCH ON ORIGINAL DRAWING.
 0" 1"

DATE	JUNE 2020
PROJ	133841
DWG	7-A-201
SHEET	25 of 48



FLOOR PLAN
 3/8"=1'-0"

GENERAL SHEET NOTES

- FOR GENERAL ARCHITECTURAL NOTES, MATERIAL SYMBOLS, LEGEND AND WALL TYPES, SEE DRAWING G-005.
- FOR BUILDING CODE DATA AND LIFE SAFETY PLAN, SEE DRAWING G-006.



06-16-2020

SHEET NOTES

- SKYLIGHT SIZE IS APPROXIMATELY 16' x 9'. FIELD VERIFY INSIDE CLEAR DIMENSION AFTER NEW ROOF FRAMING HAS BEEN INSTALLED AND PROVIDE SKYLIGHT THAT MEETS ACTUAL CLEAR INSIDE DIMENSIONS AND CURB REQUIREMENTS OF DESIGN DETAIL 0845-102.

NO.	DATE	DR	CHK	REVISION

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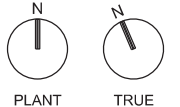
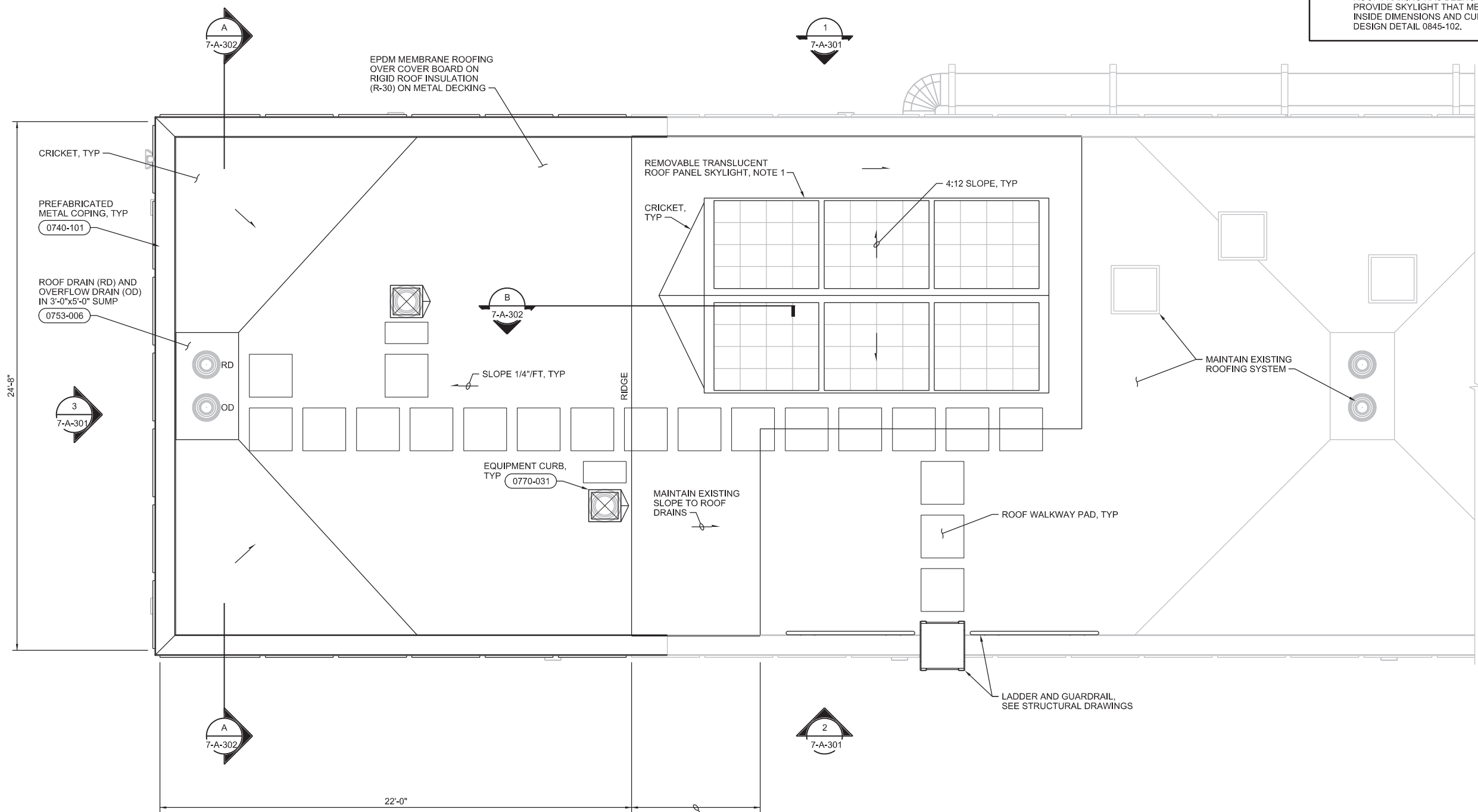
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JACOBS
 ARCHITECTURAL
**HEADWORKS
 ROOF PLAN**

DATE	JUNE 2020
PROJ	133841
DWG	7-A-202
SHEET	26 of 48

VERIFY SCALE
 BAR IS ONE INCH ON ORIGINAL DRAWING.
 0 3/8" 1"

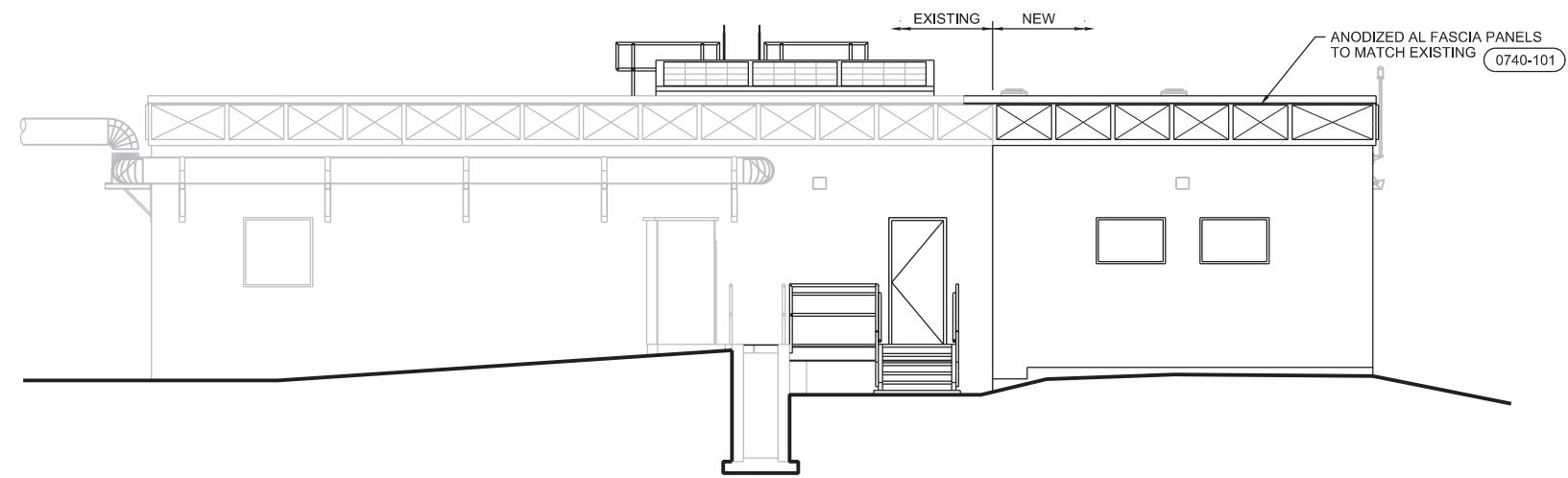
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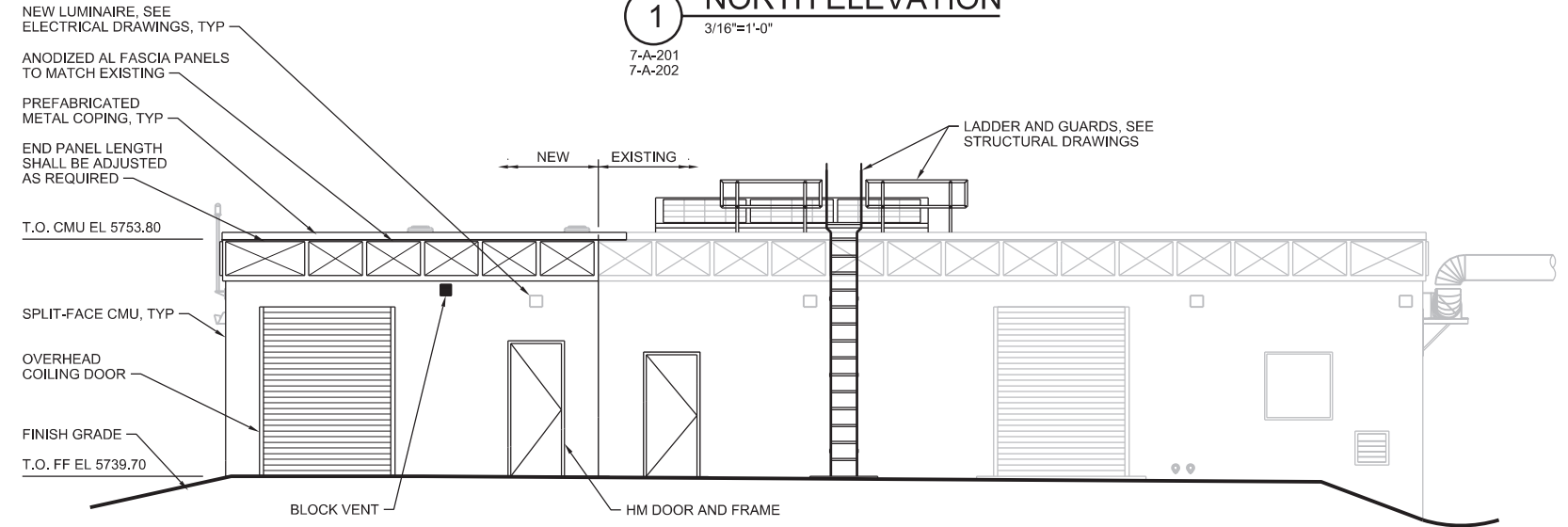
ROOF PLAN
 3/8"=1'-0"

REFER TO DEMOLITION DWG D-102 FOR EXTENT OF NEW ROOFING, COPING, AND FASCIA PANELS. PROVIDE CONTINUOUS UNIFORM SLOPE FROM RIDGE TO EXISTING ROOF DRAIN

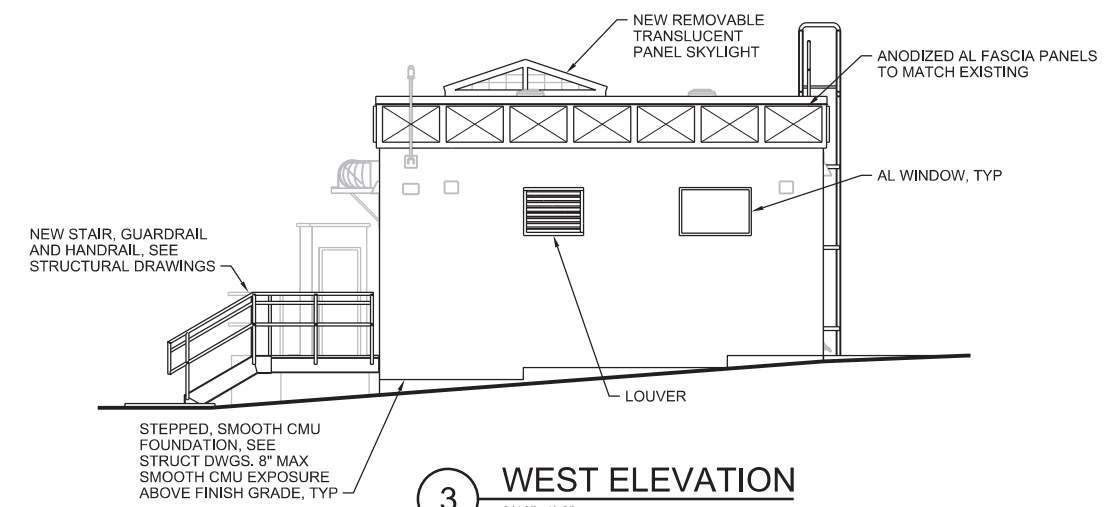
1 2 3 4 5 6



1 NORTH ELEVATION
 3/16"=1'-0"
 7-A-201
 7-A-202



2 SOUTH ELEVATION
 3/16"=1'-0"
 7-A-201
 7-A-202



3 WEST ELEVATION
 3/16"=1'-0"
 7-A-201
 7-A-202



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NO.	DATE	REVISION	CHK	BY	APVD
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					APVD
					G KIRSTEN
					J HOSTETTLER
					S PAYNE
					DR
					DGN

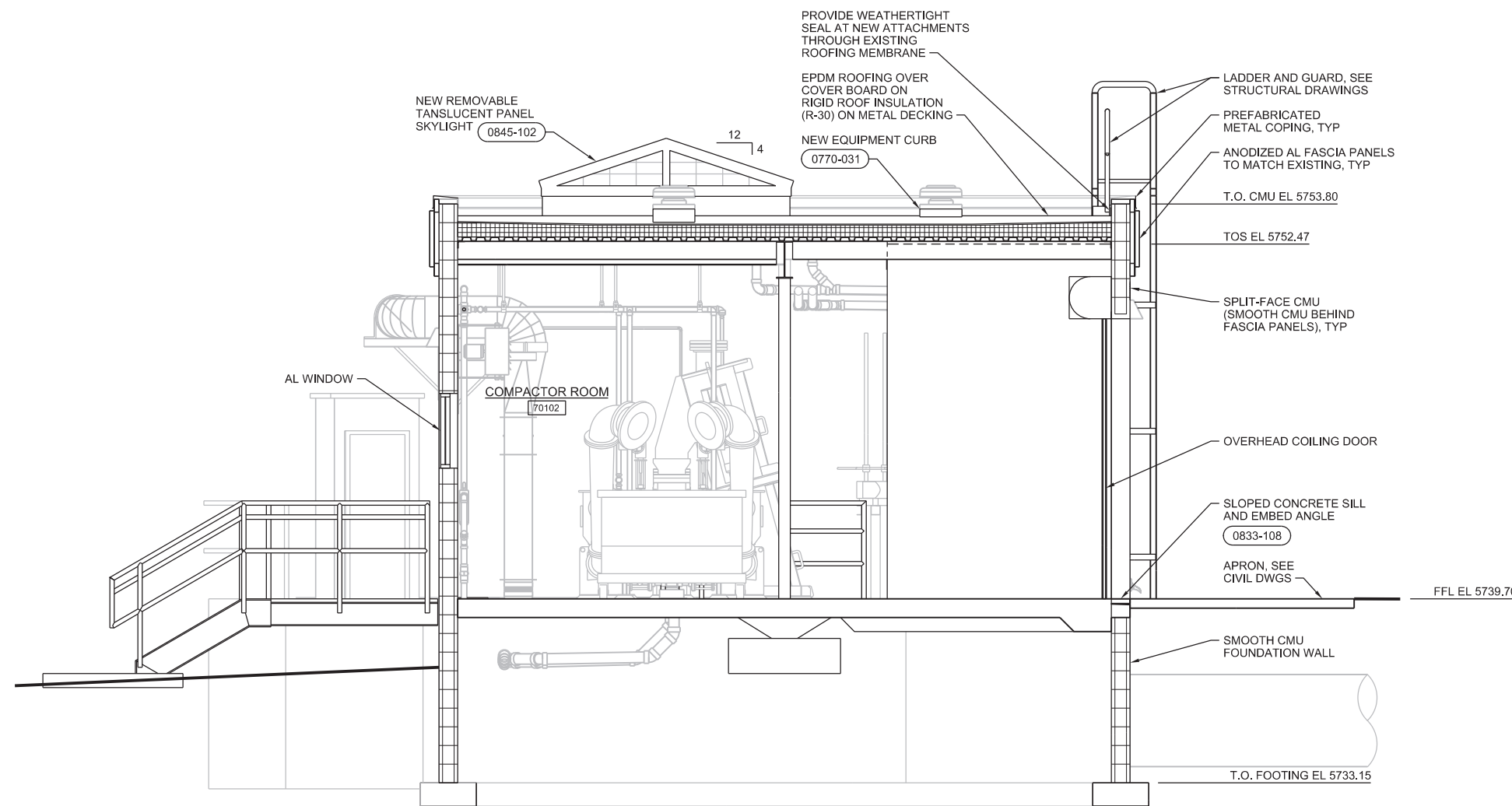
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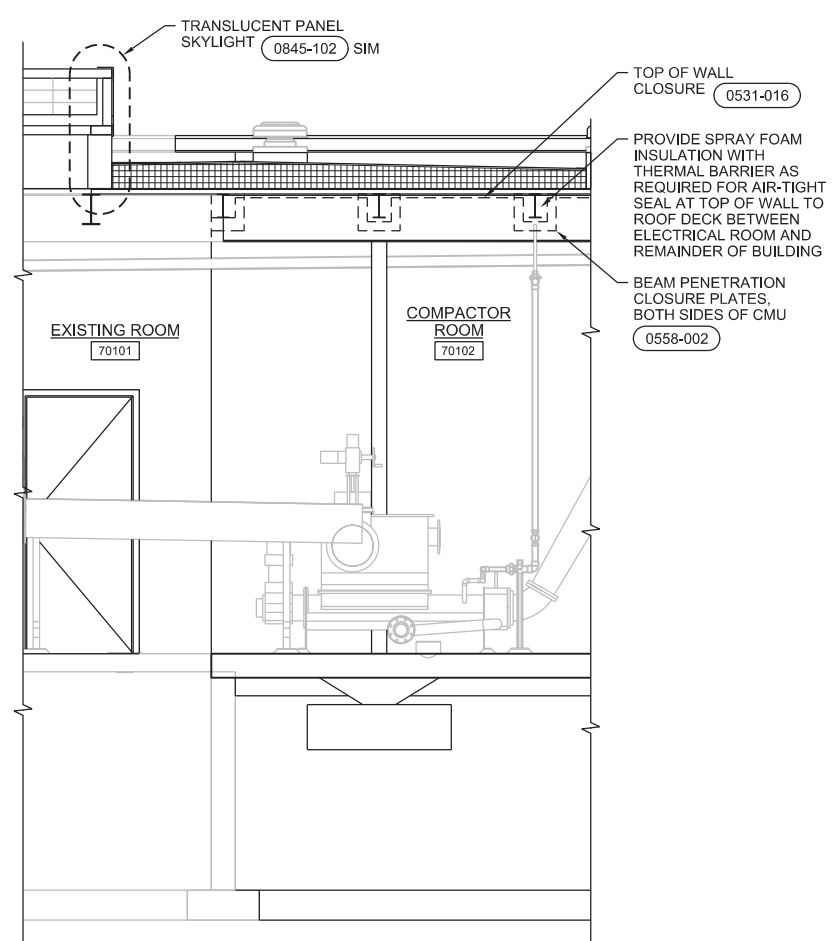
JACOBS
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 HEADWORK
 ELEVATIONS

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DWG	7-A-301
SHEET	27 of 48

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A SECTION
3/8"=1'-0"
7-A-201
7-A-202



B SECTION
3/8"=1'-0"
7-A-201
7-A-202



06-16-2020

NO.	DATE	DR	REVISION	BY
		S. SPAYNE		B. MEMEO
		J. HOSTETLER		
		G. KIRSTEN		
			CHK	APVD
				APVD

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JACOBS
ARCHITECTURAL
HEADWORKS
SECTIONS

VERIFY SCALE
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SHEET	28 of 48

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INTERIOR FINISH SCHEDULE

ABBREVIATIONS: ARWB ABUSE-RESISTANT GWB CLR CLEAR CMU CONCRETE MASONRY UNIT COL COLOR CONC CONCRETE EXIST EXISTING EXP EXPOSED STRUCTURE FL FLOOR HGT HEIGHT HDNR CLEAR FLOOR HARDENER MATL MATERIAL SLR CLEAR SEALER	NOTES: NO. 1 NUMBERS IN THE FINISH COLUMN REFER TO PAINT SYSTEMS IN SPECIFICATION SECTION 09 90 00. NO. 2 CODES IN COL COLUMN REFER TO COLOR LIST ON THIS DRAWING. NO. 3 FOR EXTERIOR FINISHES AND COLORS, SEE EXTERIOR FINISH SCHEDULE ON THIS DRAWING. NO. 4 FOR DOOR AND FRAME FINISHES, SEE DOOR AND HARDWARE SCHEDULE ON THIS DRAWING. NO. 5 PAINT OR SEAL NEW CONSTRUCTION, NEW EXPOSED ROOF STRUCTURE AND EXISTING PAINTED BUILDING ELEMENTS DAMAGED DURING CONSTRUCTION. NO. 6 COATING FINISH NUMBER 5 SHALL BE SHOP APPLIED PRIOR TO ARRIVAL ON SITE.
--	---



NO.	SPACE NAME	FLOOR				BASE AND WAINSCOT				TYPICAL WALL				OTHER WALL			CEILING				MISCELLANEOUS			OTHER REQUIREMENTS
		SUB FL	FINISH	COL	HGT	MATL	FINISH	COL	WALLS	MATL	FINISH	COL	MATL	FINISH	COL	HGT	MATL	FINISH	COL	ITEM	MATL	FINISH	COL	
7101	EXISTING ROOM	NEW CONC	HDNR	CLR	EXIST	EXIST CMU	EXIST	EXIST	EXIST	EXIST CMU	EXIST, NOTE 5	EXIST, NOTE 5	CMU	---	---	12'-0"	EXP	5	P-2	METAL DECK	GALV MET	PS 10/5	P-2	NOTES 5 AND 6
7102	COMPACTOR ROOM	CONC	HDNR	CLR	---	---	---	---	---	CMU	---	---	CMU	---	---	12'-0"	EXP	5	P-2	METAL DECK	GALV MET	PS 10/5	P-2	NOTE 6
7103	ELECTRICAL ROOM	CONC	SLR	CLR	---	---	---	---	---	CMU	---	---	CMU	---	---	12'-0"	EXP	5	P-2	METAL DECK	GALV MET	PS 10/5	P-2	NOTE 6

06-16-2020

NO.	NAME	FLOOR				BASE AND WAINSCOT				TYPICAL WALL				OTHER WALL			CEILING				MISCELLANEOUS			OTHER REQUIREMENTS
		SUB FL	FINISH	COL	HGT	MATL	FINISH	COL	WALLS	MATL	FINISH	COL	MATL	FINISH	COL	HGT	MATL	FINISH	COL	ITEM	MATL	FINISH	COL	
7101	EXISTING ROOM	NEW CONC	HDNR	CLR	EXIST	EXIST CMU	EXIST	EXIST	EXIST	EXIST CMU	EXIST, NOTE 5	EXIST, NOTE 5	CMU	---	---	12'-0"	EXP	5	P-2	METAL DECK	GALV MET	PS 10/5	P-2	NOTES 5 AND 6
7102	COMPACTOR ROOM	CONC	HDNR	CLR	---	---	---	---	---	CMU	---	---	CMU	---	---	12'-0"	EXP	5	P-2	METAL DECK	GALV MET	PS 10/5	P-2	NOTE 6
7103	ELECTRICAL ROOM	CONC	SLR	CLR	---	---	---	---	---	CMU	---	---	CMU	---	---	12'-0"	EXP	5	P-2	METAL DECK	GALV MET	PS 10/5	P-2	NOTE 6

WINDOW SCHEDULE		EXTERIOR FINISH SCHEDULE																	
WINDOW TYPE ABBREVIATIONS: F FIXED OTHER ABBREVIATIONS: AFF ABOVE FINISH FLOOR (AT GROUND LEVEL) AL ALUMINUM HM HOLLOW METAL IG-C INSULATING GLASS, CLEAR SG SAFETY GLASS SS SOLID SURFACING NOTES: NO. 1 FOR FRAME TYPES, SEE BUILDING ELEVATIONS. NO. 2 FOR FRAME DETAILS, SEE DESIGN DETAILS. NO. 3 CODES IN COL COLUMN REFER TO COLOR LIST ON THIS DRAWING.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>ITEM / MATERIAL</th> <th>FINISH</th> <th>COLOR</th> </tr> </thead> <tbody> <tr> <td>ALUMINUM FASCIA PANELS</td> <td>FACTORY</td> <td>W-1</td> </tr> <tr> <td>CMU</td> <td>FACTORY</td> <td>W-2</td> </tr> <tr> <td>COPING</td> <td>FACTORY</td> <td>W-1</td> </tr> <tr> <td>GUARDPOST</td> <td>PS-5</td> <td>SAFETY YELLOW</td> </tr> <tr> <td>SKYLIGHT FRAME AND TRIM</td> <td>FACTORY</td> <td>O-4</td> </tr> </tbody> </table>	ITEM / MATERIAL	FINISH	COLOR	ALUMINUM FASCIA PANELS	FACTORY	W-1	CMU	FACTORY	W-2	COPING	FACTORY	W-1	GUARDPOST	PS-5	SAFETY YELLOW	SKYLIGHT FRAME AND TRIM	FACTORY	O-4
ITEM / MATERIAL	FINISH	COLOR																	
ALUMINUM FASCIA PANELS	FACTORY	W-1																	
CMU	FACTORY	W-2																	
COPING	FACTORY	W-1																	
GUARDPOST	PS-5	SAFETY YELLOW																	
SKYLIGHT FRAME AND TRIM	FACTORY	O-4																	

NO.	OPENING SIZE		WINDOW		FRAME					BLINDS		SILLS			OTHER REQUIREMENTS		
	WIDTH	HEIGHT	TYPE	GLASS	MATL	TYPE	FINISH	COL	HEAD	JAMB	SILL	Y / N	COLOR	MATL		COLOR	HEIGHT
	7W-1	4'-0"	2'-8"	F	IG-C	AL	NOTE 1	FACTORY	O-1	0851-102	0851-102 SIM	0851-102	N	---		---	---
7W-2	4'-0"	2'-8"	F	IG-C	AL	NOTE 1	FACTORY	O-1	0851-102	0851-102 SIM	0851-102	N	---	---	---	4'-8" AFF	
7W-3	4'-0"	2'-8"	F	IG-C	AL	NOTE 1	FACTORY	O-1	0851-102	0851-102 SIM	0851-102	N	---	---	---	4'-8" AFF	

LOUVER AND VENT SCHEDULE		COLOR LIST	
LOUVER TYPE ABBREVIATIONS: BV BLOCK VENT DB DRAINABLE BLADE OTHER ABBREVIATIONS: AFF ABOVE FINISH FLOOR (AT GROUND LEVEL) AL ALUMINUM COL COLOR MATL MATERIAL NOTES: NO. 1 FOR LOUVER AND VENT DETAILS, SEE DESIGN DETAILS. NO. 2 CODES IN COL COLUMN REFER TO COLOR LIST ON THIS DRAWING.	NOTES: NO. 1 COLOR SELECTIONS FOR THIS PROJECT MAY BE NOTED IN DOOR AND HARDWARE SCHEDULE, WINDOW SCHEDULE, INTERIOR FINISH SCHEDULE, EXTERIOR FINISH SCHEDULE, LOUVER AND VENT SCHEDULE, PIPING SCHEDULE AND ON THE DRAWINGS BY THE LETTER-NUMBER COMBINATION IN THE MARK COLUMN OF THIS LIST. NO. 2 SOME COLOR SELECTIONS MAY BE MADE IN VARIOUS SPECIFICATION SECTIONS. NO. 3 USE ONLY THE COLORS NOTED OR SCHEDULED. IF A COLOR SELECTION IS NOT MADE, REQUEST ONE FROM THE ARCHITECT.		

NO.	OPENING		LOUVER		DETAILS				SILLS			OTHER REQUIREMENTS
	WIDTH	HEIGHT	MATL	TYPE	FINISH	COL	HEAD	JAMB	SILL	MATL	COL	
7L-1	3'-4"	2'-8"	AL	DB	FACTORY	O-2	0890-102	0890-102	0890-102	---	---	4'-8" AFF
7V-1	0'-8"	0'-8"	AL	BV	FACTORY	O-2	0890-005	0890-005	0890-005	---	---	10'-8" AFF

MARK	MATERIAL/ITEM		MANUFACTURER		COLOR	
	W-1	ALUMINUM SHEET METAL	AS SPECIFIED	AS SPECIFIED	DARK BRONZE	
W-2	CMU	AS SPECIFIED	AS SPECIFIED	MATCH EXISTING CMU COLOR		
P-1	PAINT	SHERWIN WILLIAMS	SHERWIN WILLIAMS	SW7048 URBAN BRONZE		
P-2	PAINT	SHERWIN WILLIAMS	SHERWIN WILLIAMS	SW7006 PURE WHITE		
O-1	ALUMINUM WINDOW	KAWNEER	KAWNEER	DARK BRONZE		
O-2	LOUVER AND VENT	RUSKIN	RUSKIN	DARK BRONZE		
O-3	OVERHEAD COILING DOOR	CORNELL	CORNELL	DARK BRONZE		
O-4	TRANSLUCENT SKYLIGHT	KALWALL	KALWALL	DARK BRONZE NO. 85		

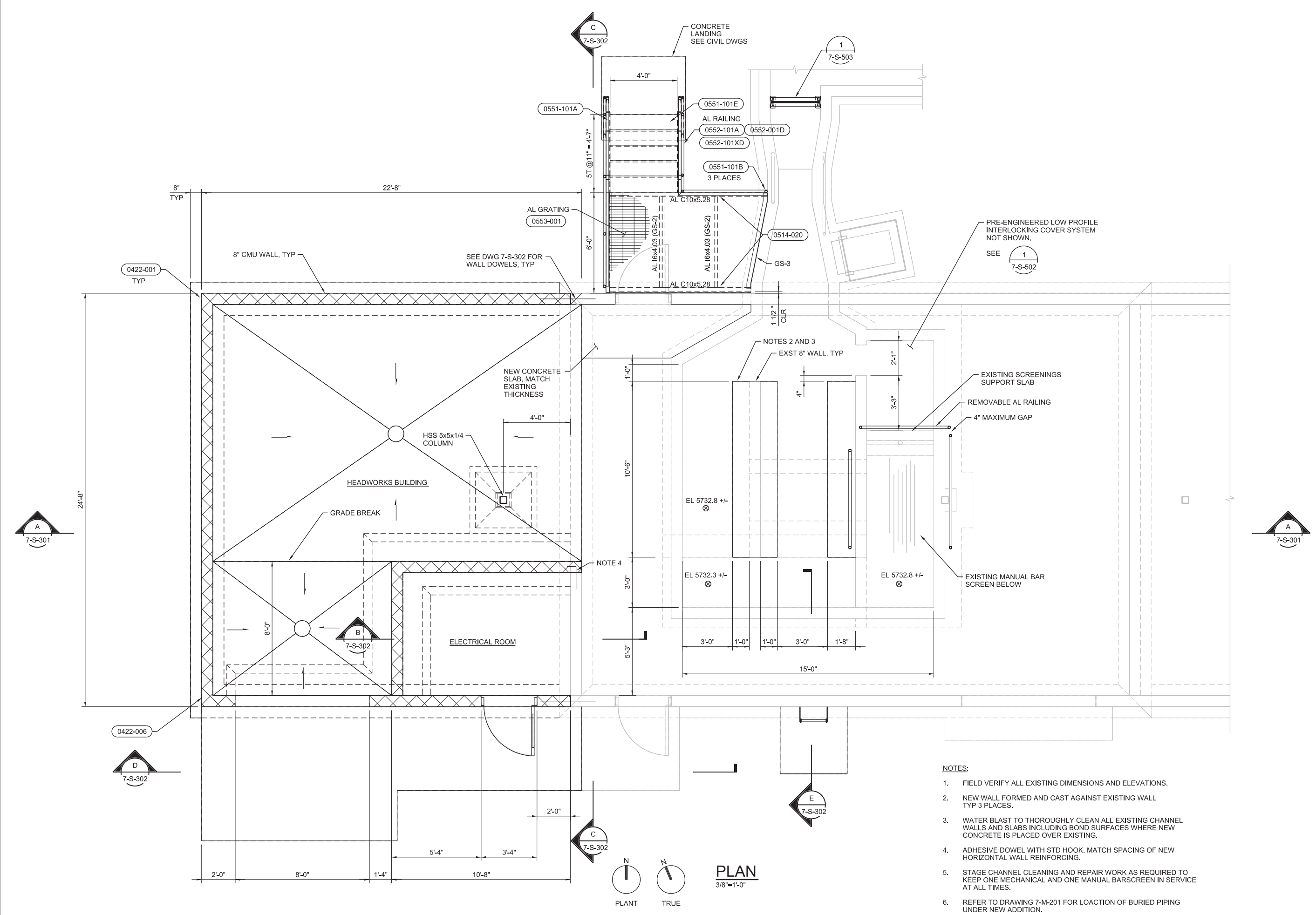
DOOR AND HARDWARE SCHEDULE		DOOR TYPES		DOOR FRAME TYPES	
ABBREVIATIONS: COL COLOR CONSTR CONSTRUCTION EXIST EXISTING EXT EXTERIOR F FLUSH FCTY FACTORY HM HOLLOW METAL IG INSULATING GLASS MATL MATERIAL MET METAL OHC OVERHEAD COILING OHCI OVERHEAD COILING INSULATED SD SINGLE DOOR SG SAFETY GLASS STL STEEL NOTES: NO. 1 SEE THIS DRAWING FOR DOOR AND FRAME TYPES. NO. 2 FOR DOOR DETAILS, SEE DESIGN DETAILS. NO. 3 NUMBER CODE IN HARDWARE SET COLUMN REFERS TO HARDWARE SETS IN SPECIFICATION SECTION 08 71 00. NO. 4 NUMBERS IN FNISH COLUMN REFER TO PAINT SYSTEMS IN SPECIFICATION SECTION 09 90 00. NO. 5 CODES IN COL COLUMN REFER TO COLOR LIST ON THIS DRAWING.	<p style="text-align: center;">F</p>	<p style="text-align: center;">OHC</p>	<p style="text-align: center;">SD</p>	<p style="text-align: center;">OHCI</p>	<p style="text-align: center;">OHC</p>

NO.	SIZE		DOOR		FRAME					HARDWARE		FIRE PROTECTION RATING	OTHER REQUIREMENTS				
	WIDTH	HEIGHT	CONSTR	TYPE	GLASS	FINISH	COL	MATL	TYPE	FINISH	COL			HEAD	JAMB	SILL	SET NO.
7101A	EXST	EXST	HM	F	---	5	P-1	HM	SD	5	P-1	0811-101	0811-102	0871-001 SIM	1	EXT	---
7101B	EXST	EXST	HM	F	---	5	P-1	HM	SD	5	P-1	0811-101	0811-102	0871-001	1	EXT	---
7102A	8'-0"	10'-0"	MET	OHCI	---	FACTORY	O-3	STL	CHC	FACTORY	O-3	0833-107	0833-108	0833-108	10	---	---
7103A	3'-0"	7'-10"	HM	F	---	5	P-1	HM	SD	5	P-1	0811-103	0811-104	0871-001	1	EXT	---

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JACOBS
 ARCHITECTURAL
 HEADWORKS
 SCHEDULES

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING. 0" 1"
DATE: JUNE 2020
PROJ: 133841
DWG: 7-A-601
SHEET: 29 of 48



PLAN
3/8"=1'-0"

- NOTES:
1. FIELD VERIFY ALL EXISTING DIMENSIONS AND ELEVATIONS.
 2. NEW WALL FORMED AND CAST AGAINST EXISTING WALL TYP 3 PLACES.
 3. WATER BLAST TO THOROUGHLY CLEAN ALL EXISTING CHANNEL WALLS AND SLABS INCLUDING BOND SURFACES WHERE NEW CONCRETE IS PLACED OVER EXISTING.
 4. ADHESIVE DOWEL WITH STD HOOK. MATCH SPACING OF NEW HORIZONTAL WALL REINFORCING.
 5. STAGE CHANNEL CLEANING AND REPAIR WORK AS REQUIRED TO KEEP ONE MECHANICAL AND ONE MANUAL BARSCREEN IN SERVICE AT ALL TIMES.
 6. REFER TO DRAWING 7-M-201 FOR LOCATION OF BURIED PIPING UNDER NEW ADDITION.



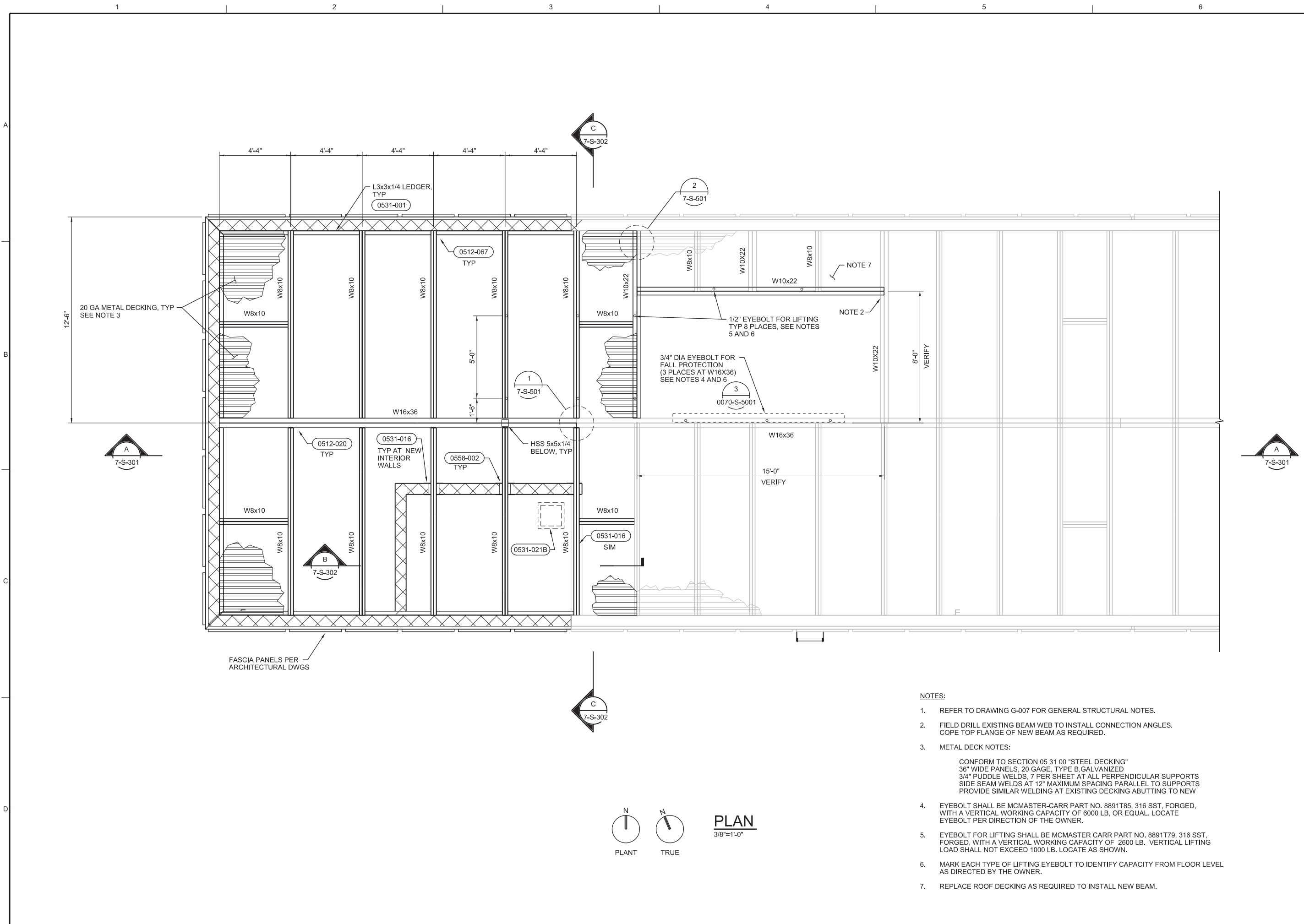
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NO.	DATE	DR	CHK	REVISION	BY	APVD

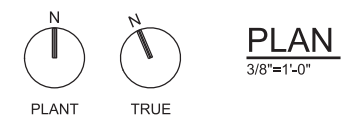
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VERIFY SCALE	
DATE	JUNE 2020
PROJ	133841
DWG	7-S-201
SHEET	30 of 48



- NOTES:**
- REFER TO DRAWING G-007 FOR GENERAL STRUCTURAL NOTES.
 - FIELD DRILL EXISTING BEAM WEB TO INSTALL CONNECTION ANGLES. COPE TOP FLANGE OF NEW BEAM AS REQUIRED.
 - METAL DECK NOTES:
 CONFORM TO SECTION 05 31 00 "STEEL DECKING"
 36" WIDE PANELS, 20 GAGE, TYPE B, GALVANIZED
 3/4" PUDDLE WELDS, 7 PER SHEET AT ALL PERPENDICULAR SUPPORTS
 SIDE SEAM WELDS AT 12" MAXIMUM SPACING PARALLEL TO SUPPORTS
 PROVIDE SIMILAR WELDING AT EXISTING DECKING ABUTTING TO NEW
 - EYEBOLT SHALL BE MCMASTER-CARR PART NO. 8891T85, 316 SST, FORGED, WITH A VERTICAL WORKING CAPACITY OF 6000 LB, OR EQUAL. LOCATE EYEBOLT PER DIRECTION OF THE OWNER.
 - EYEBOLT FOR LIFTING SHALL BE MCMASTER CARR PART NO. 8891T79, 316 SST, FORGED, WITH A VERTICAL WORKING CAPACITY OF 2600 LB. VERTICAL LIFTING LOAD SHALL NOT EXCEED 1000 LB. LOCATE AS SHOWN.
 - MARK EACH TYPE OF LIFTING EYEBOLT TO IDENTIFY CAPACITY FROM FLOOR LEVEL AS DIRECTED BY THE OWNER.
 - REPLACE ROOF DECKING AS REQUIRED TO INSTALL NEW BEAM.



06-16-2020

NO.	DATE	DR	CHK	BY	APVD
		M RANDALL	J MINOR	C BURKE	B MEMEO

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JACOBS
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 HEADWORKS
 ROOF FRAMING PLAN

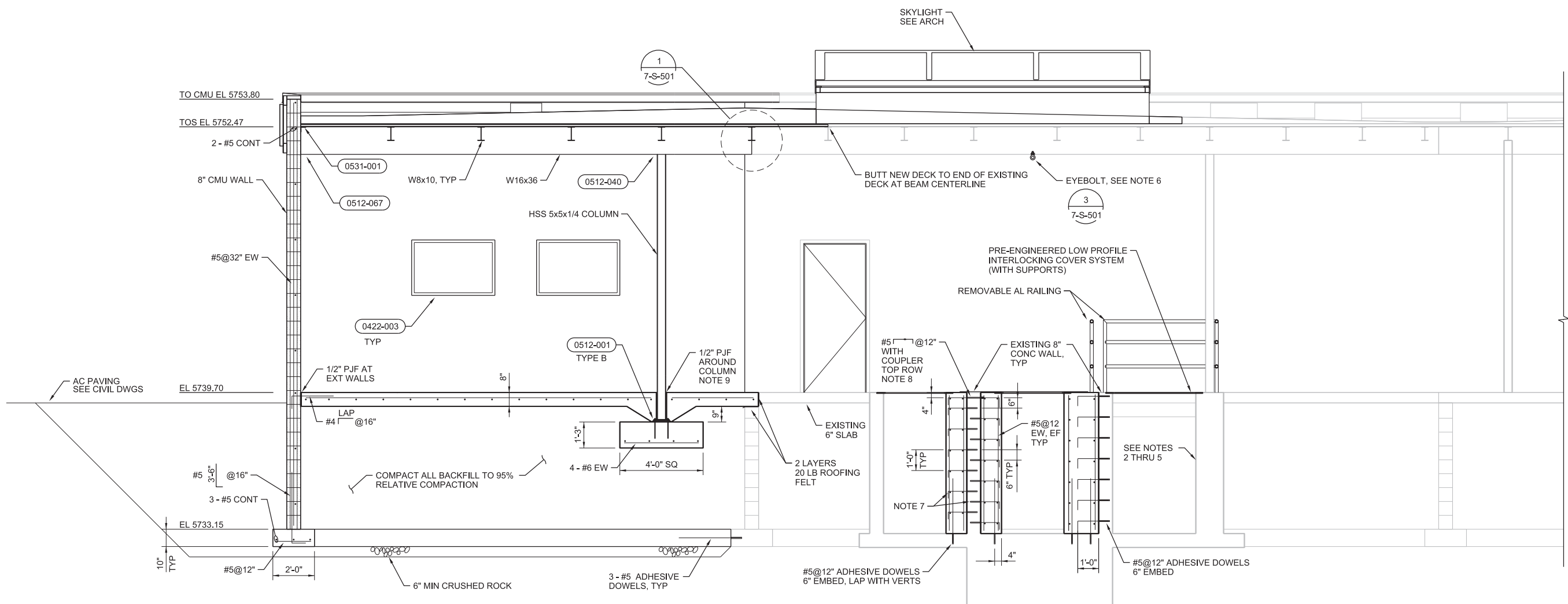
VERIFY SCALE
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 0 1"

DATE	JUNE 2020
PROJ	133841
DWG	7-S-202
SHEET	31 of 48

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1 2 3 4 5 6

A
B
C
D



NOTES:

1. VERIFY EXISTING ELEVATIONS.
2. THE DETAILED CONDITION OF THE CONCRETE IS UNKNOWN.
3. AFTER DEWATERING, CLEANING, AND DEMOLITION, NOTIFY THE OWNER FOR INSPECTION OF THE EXISTING CONCRETE BY THE ENGINEER.
4. IF DAMAGED OR DEFECTIVE CONCRETE IS OBSERVED, REPAIR DETAILS WILL BE PROVIDED FOR THE REPAIR OF SPALLS, CRACKS, AND OTHER DETAILS.
5. REPAIR OF CONCRETE AND REINFORCING STEEL SHALL BE IN ACCORDANCE WITH SECTION 03 01 32 "REPAIR OF CONCRETE SURFACES".
6. SEE DRAWING 7-S-202 FOR LOCATION OF LIFTING AND FALL PROTECTION EYEBOLTS.
7. #5 ADHESIVE DOWELS. INSTALL AT 12" SPACING VERTICALLY, 24" SPACING HORIZONTALLY.
8. TO KEEP ONE MECHANICAL BAR SCREEN (NEW OR EXISTING) IN SERVICE AT ALL TIMES, CONSTRUCT NEW "COVER-WALL" ON ONE SIDE OF EXISTING WALL INITIALLY. THE END WITH COUPLER SHALL EXTEND THRU EXISTING WALL FOR ANCHORAGE TO OPPOSITE COVER-WALL (TOP ROW ONLY).
9. HOLD BACK JOINT FILLER AND INSTALL 1/2" DEEP FLEXIBLE SEALANT.

A SECTION
3/8"=1'-0"
7-S-201
7-S-202



06-16-2020

NO.	DATE	DR	CHK	REVISION	BY	APVD

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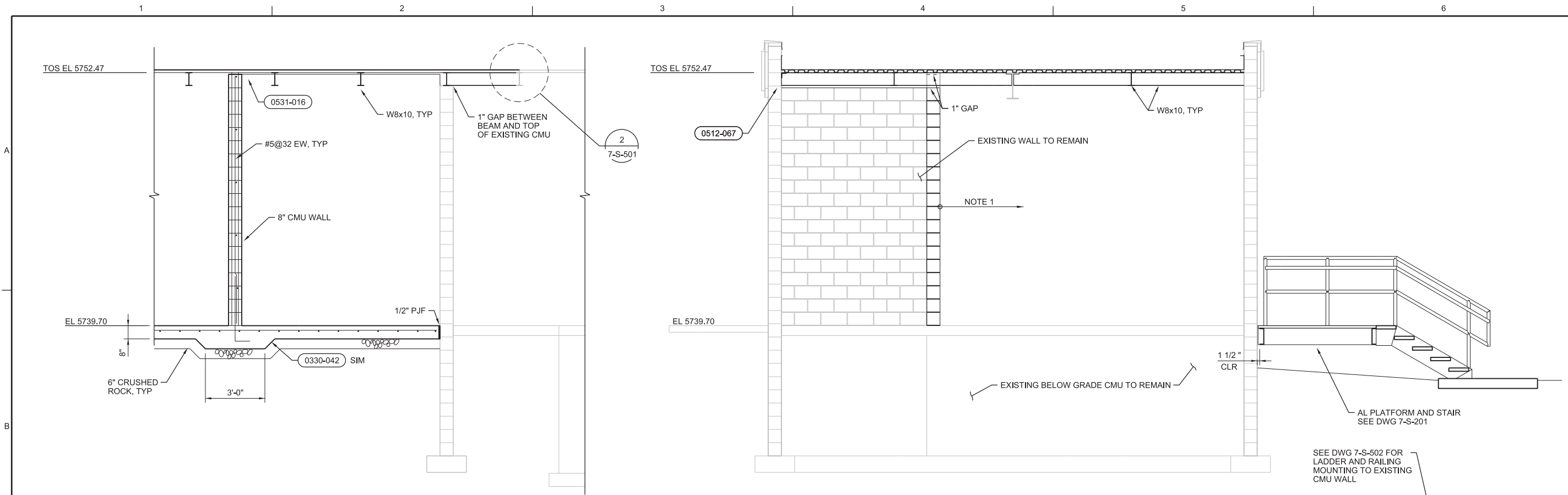
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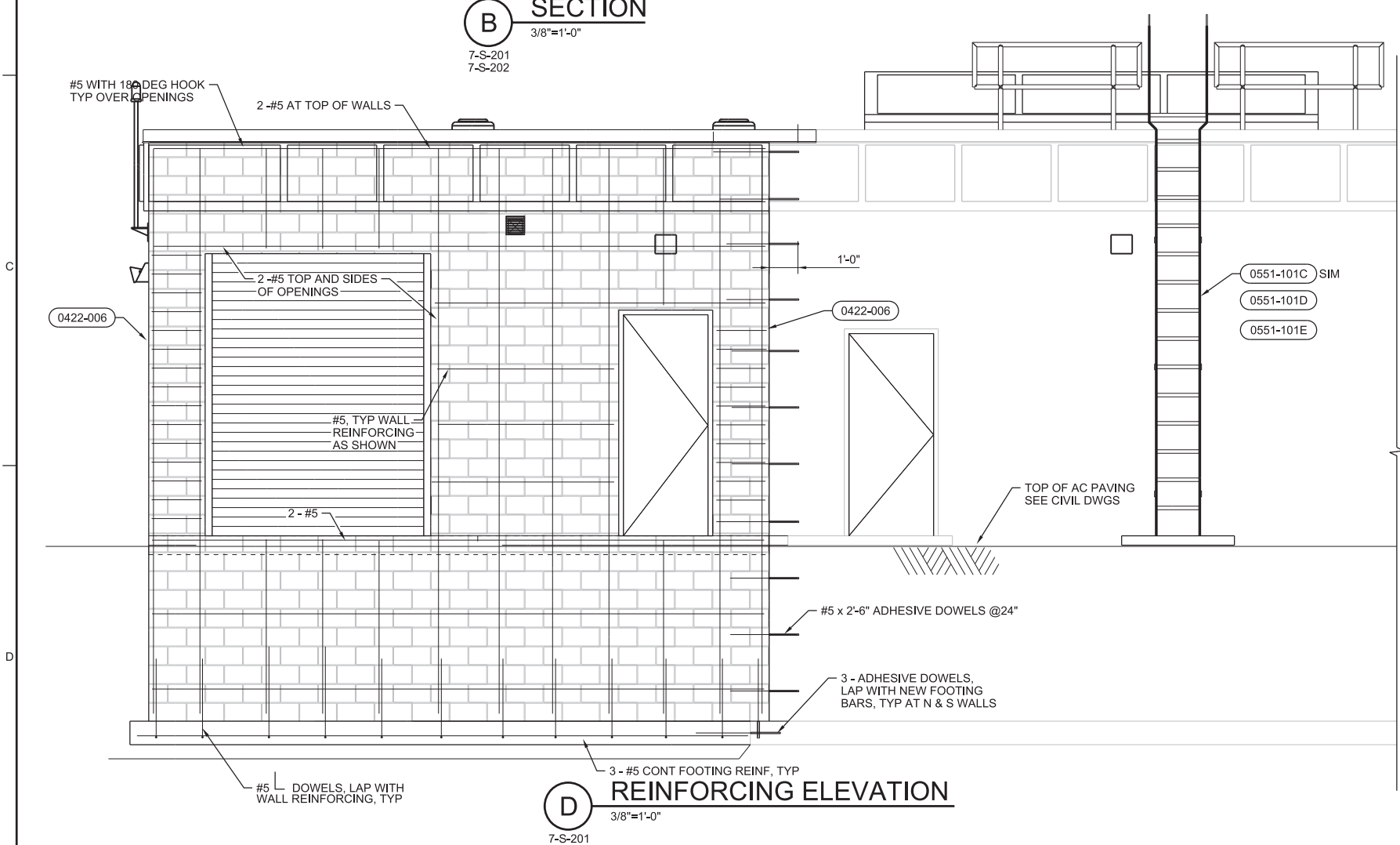
VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.
0 1"

DATE	JUNE 2020
PROJ	133841
DWG	7-S-301
SHEET	32 of 48

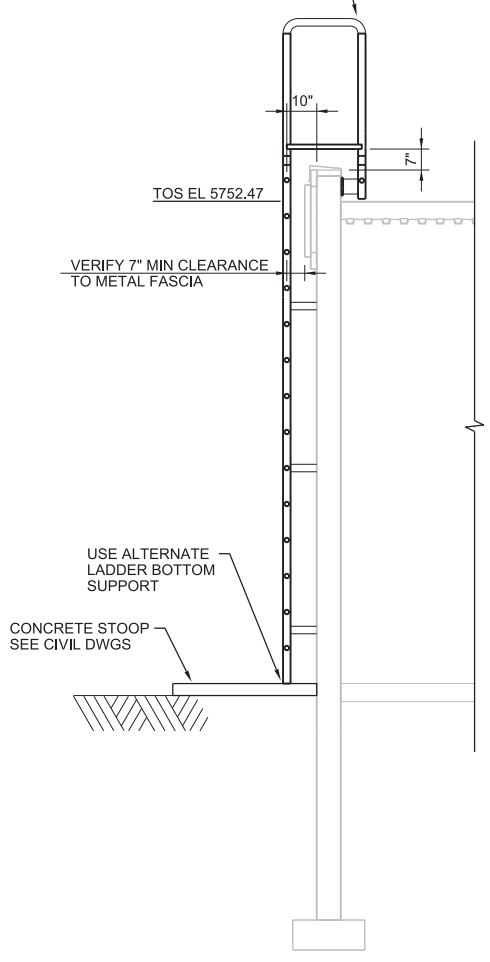


B SECTION
3/8"=1'-0"
7-S-201
7-S-202

C SECTION
3/8"=1'-0"
7-S-201
7-S-202



D REINFORCING ELEVATION
3/8"=1'-0"
7-S-201



E SECTION
3/8"=1'-0"
7-S-201



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							C BURKE

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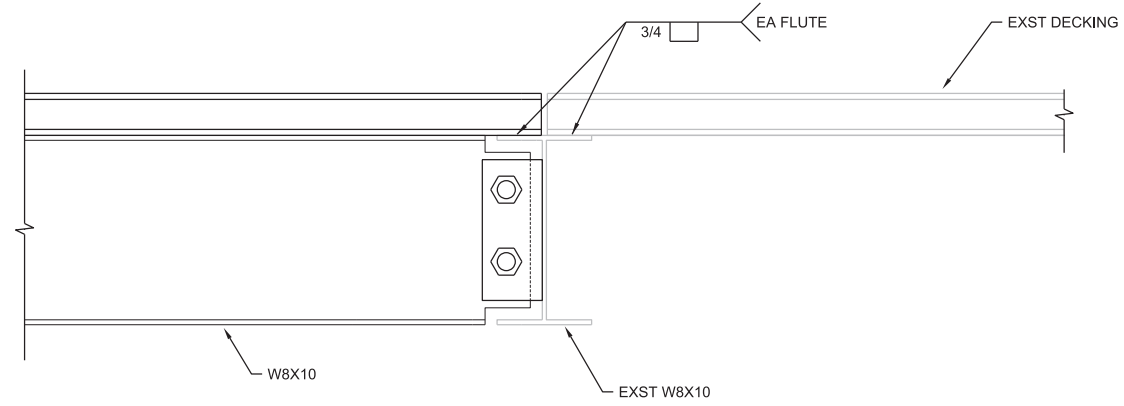
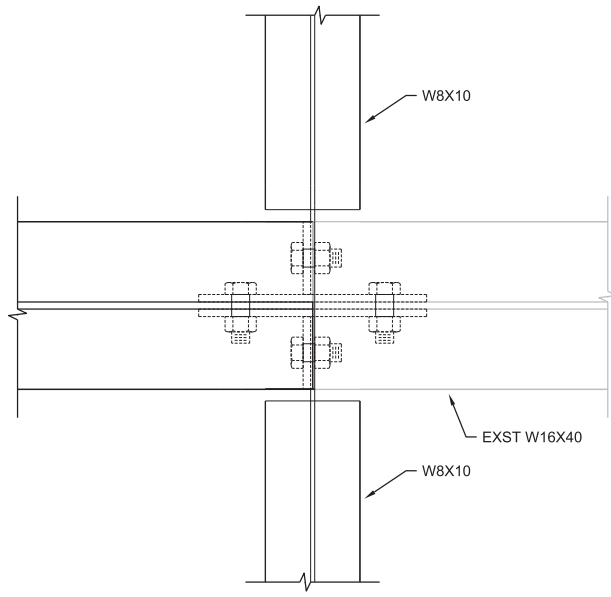
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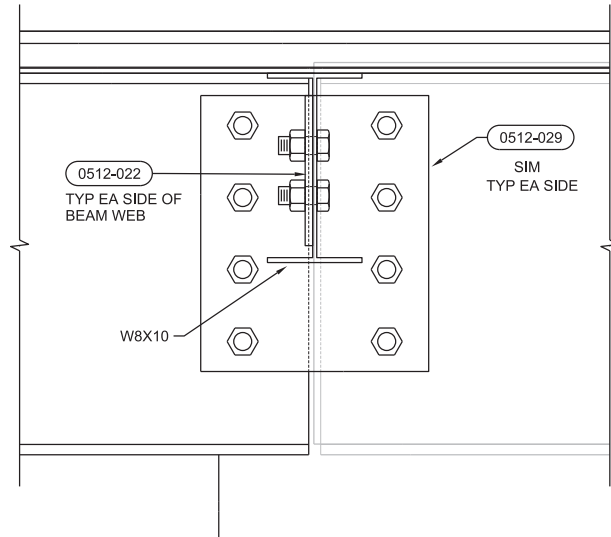
STRUCTURAL
HEADWORKS SECTIONS

VERIFY SCALE
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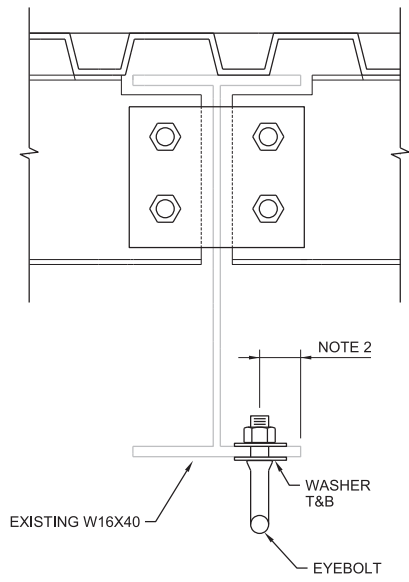
DATE	JUNE 2020
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SHEET	33 of 48



2
3"=1'-0"
7-S-202
7-S-302

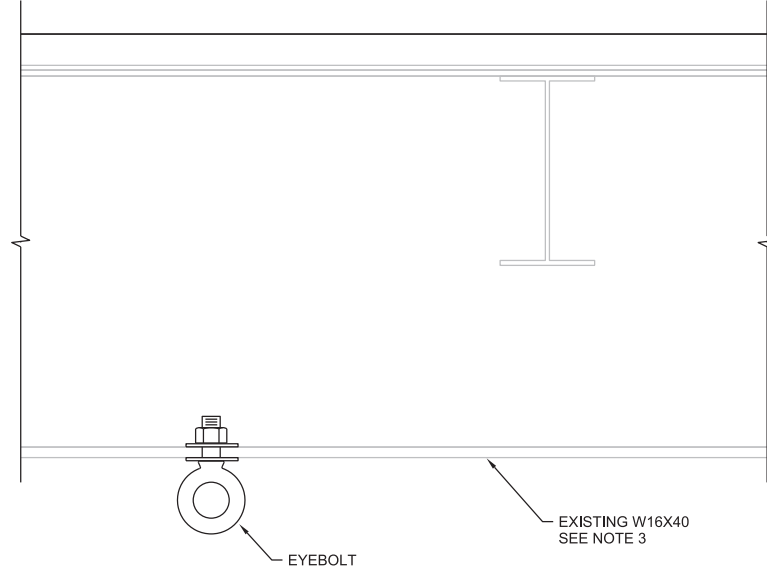


1
3"=1'-0"
7-S-202
7-S-301



SECTION

3
3"=1'-0"
7-S-202
7-S-301



ELEVATION

NOTES:

1. SEE DRAWING 7-S-202 FOR EYEBOLT LOCATIONS AND DESCRIPTIONS.
2. INSTALL EYEBOLT ON BEAM GAGE.
3. EYEBOLT INSTALLATION REQUIREMENTS FOR OTHER BEAM SIZES ARE SIMILAR.



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HEADWORKS
DETAILS

VERIFY SCALE

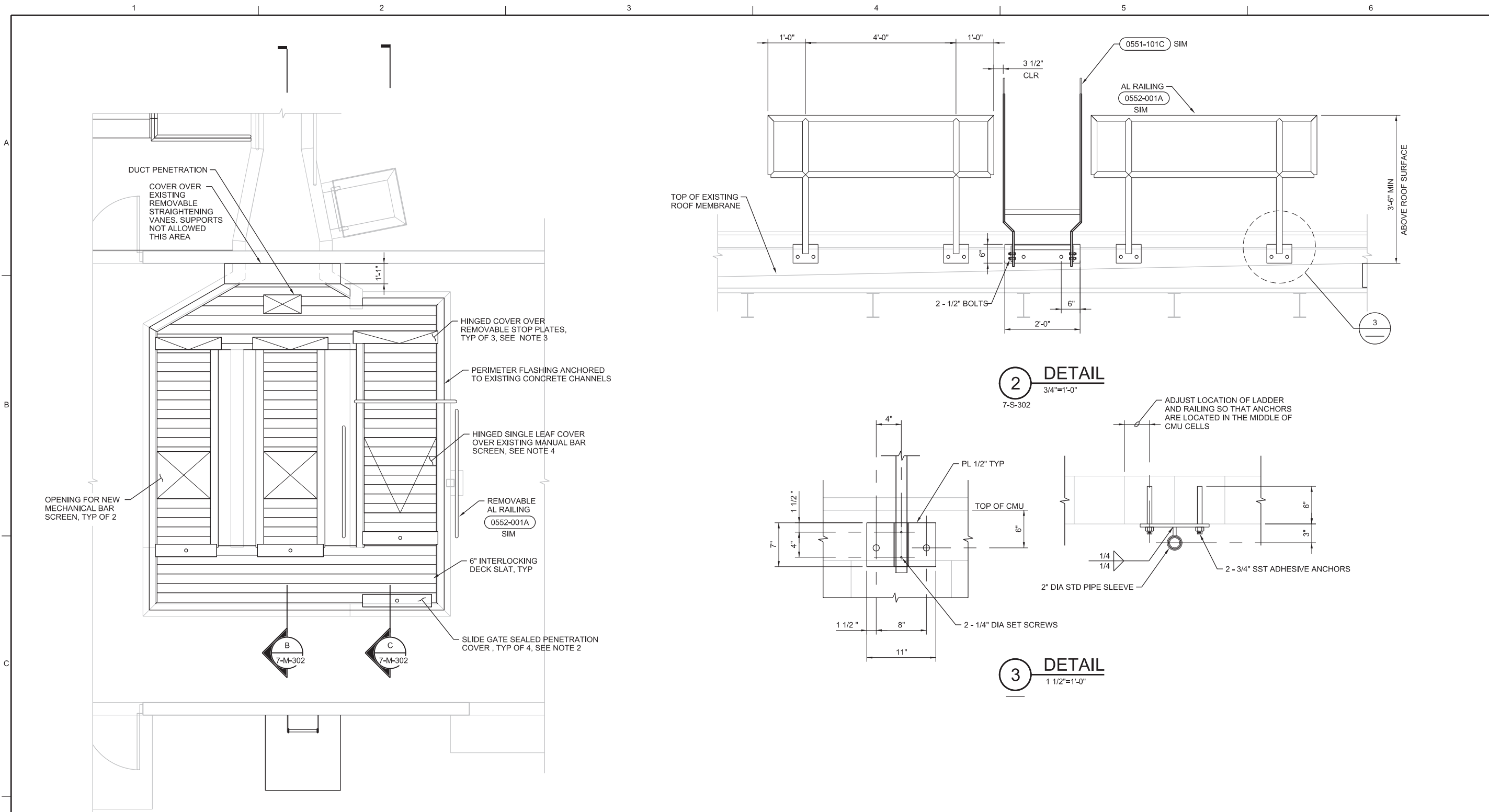
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DATE: JUNE 2020

PROJ: 133841

DWG: 7-S-501

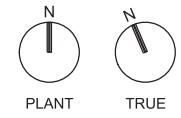
SHEET: 34 of 48



ALUMINUM COVER PLAN

COVER NOTES:

- COVERS SHALL CONFORM TO SECTION 44 42 25.02, "PRE-ENGINEERED LOW PROFILE ALUMINUM FLAT COVER".
- PENETRATION COVER DETAIL SHALL CONSIST OF MANUFACTURERS STANDARD THAT INCLUDES A 1/4" ALUMINUM COVER PLATE AND 1/8" NEOPRENE SEAL, ACCURATELY FITTED AROUND GATE FRAME AND OPERATOR STEM TO PROVIDE AIR SEAL FOR ODOR CONTROL.
- HINGED COVER WIDTH SHALL BE AS REQUIRED TO EASILY ACCESS AND REMOVE STOP PLATES, 10" MIN.
- HINGED COVER LENGTH SHALL MATCH THE HORIZONTAL PROJECTION OF THE EXISTING MANUAL BAR SCREENS.
- BELOW DECK COVER SUPPORTS ARE NOT SHOWN.
- APPROXIMATE LOCATIONS OF COVER OPENINGS ARE SHOWN. CONTRACTOR TO VERIFY THE ACTUAL SIZES AND LOCATIONS BASED ON FINAL INSTALLATION OF INSTALLED EQUIPMENT.



1 3/8"=1'-0"
7-S-201



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DETAILS**

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1

2

3

4

5

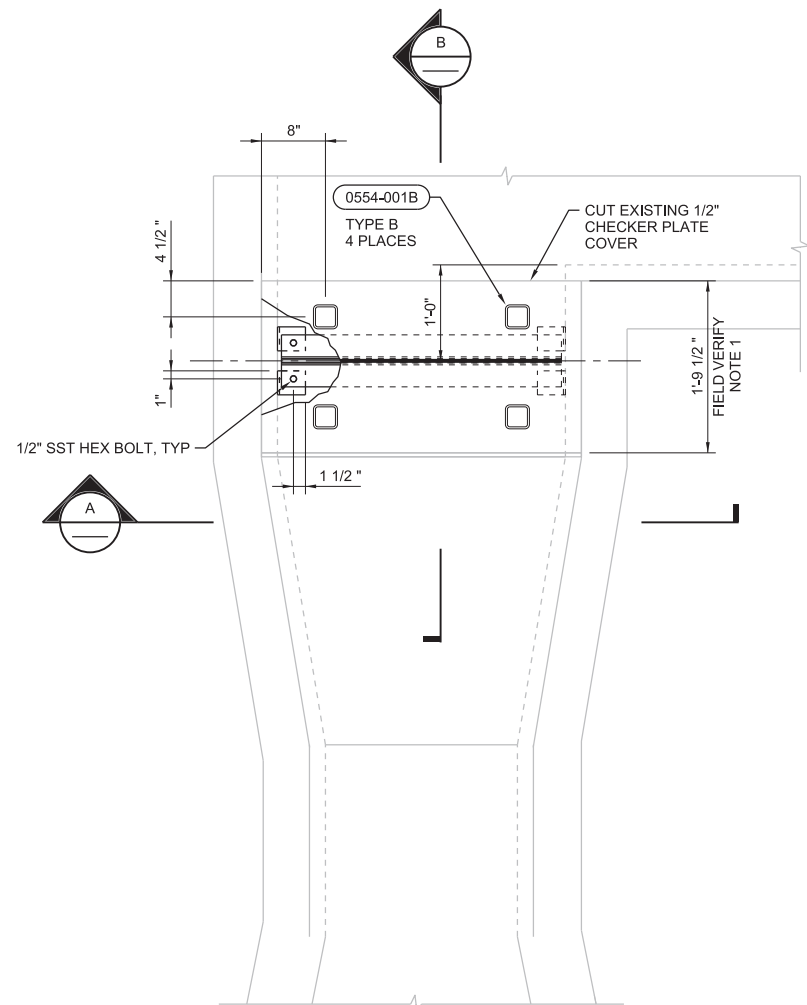
6

A

B

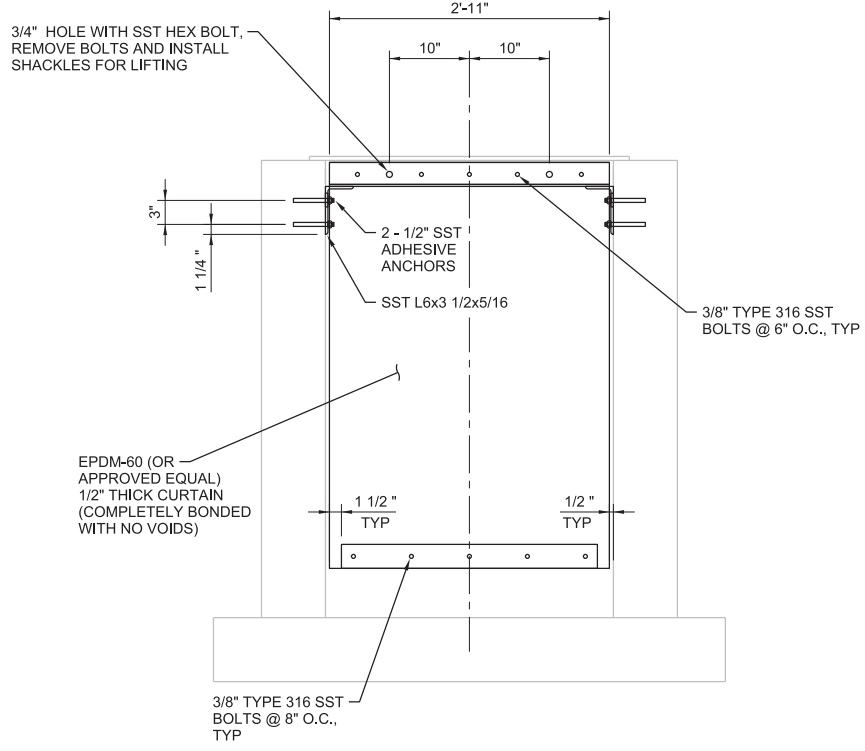
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D

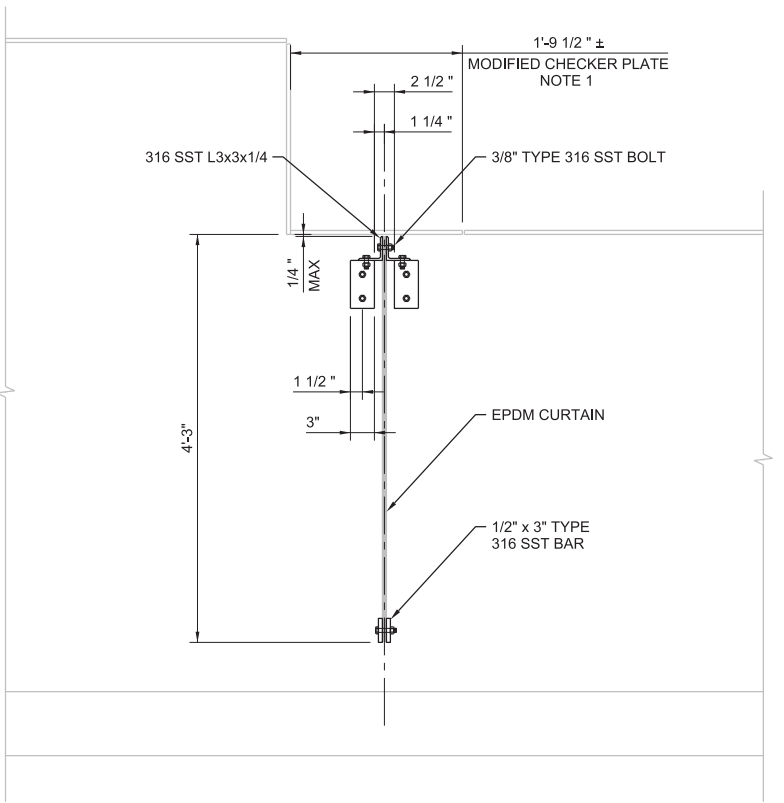


PLAN
 TRUE
 1 DETAIL
 1"=1'-0"
 7-S-201

NOTE:
 1. AT CONTRACTORS OPTION, FABRICATE A NEW CHECKER PLATE COVER.



A SECTION
 1"=1'-0"



B SECTION
 1"=1'-0"



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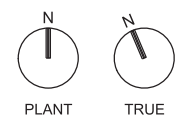
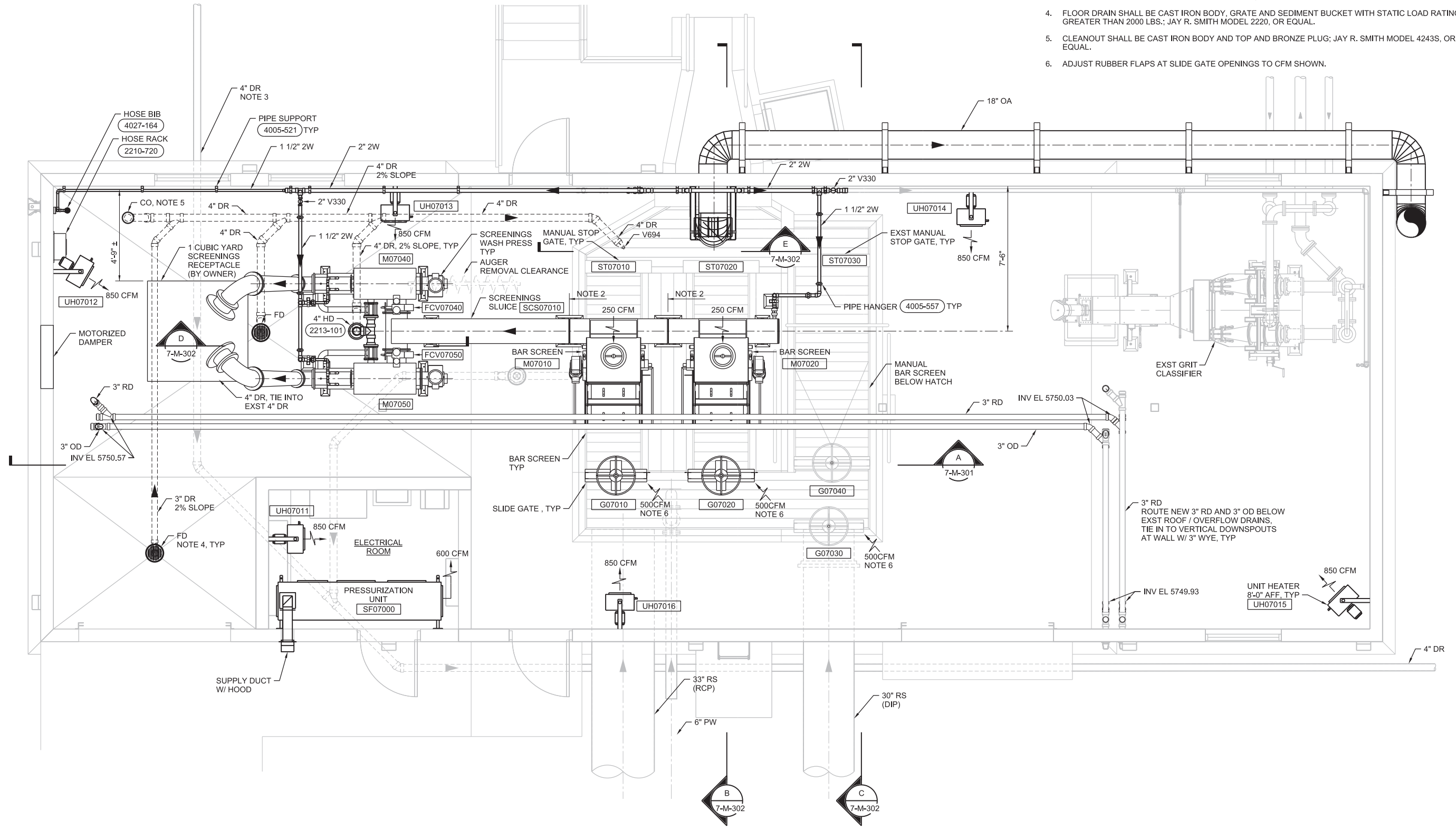
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JACOBS
 STRUCTURAL
 HEADWORKS
 SECTIONS AND DETAIL

VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	7-S-503
SHEET	36 of 48

- NOTES:**
1. CORE DRILL EXST CHANNEL WALL FOR 4" DRAIN. FILL ANNULAR SPACE WITH NON-SHRINK GROUT.
 2. PROVIDE FLANGED CONNECTION ON SLUICE SO THAT UPSTREAM PORTIONS OF SLUICE CAN BE REMOVED FOR BAR SCREEN REMOVAL.
 3. FOR PIPES THAT ARE LOCATED LESS THAN 1'-0" BELOW BOTTOM OF FOOTING. CONCRETE ENCASE FOR A DISTANCE OF 1'-0" EACH SIDE OF FOOTING, 6" THICK ALL AROUND PIPE.
 4. FLOOR DRAIN SHALL BE CAST IRON BODY, GRATE AND SEDIMENT BUCKET WITH STATIC LOAD RATING GREATER THAN 2000 LBS.; JAY R. SMITH MODEL 2220, OR EQUAL.
 5. CLEANOUT SHALL BE CAST IRON BODY AND TOP AND BRONZE PLUG; JAY R. SMITH MODEL 4243S, OR EQUAL.
 6. ADJUST RUBBER FLAPS AT SLIDE GATE OPENINGS TO CFM SHOWN.



PLAN
3/8" = 1'-0"



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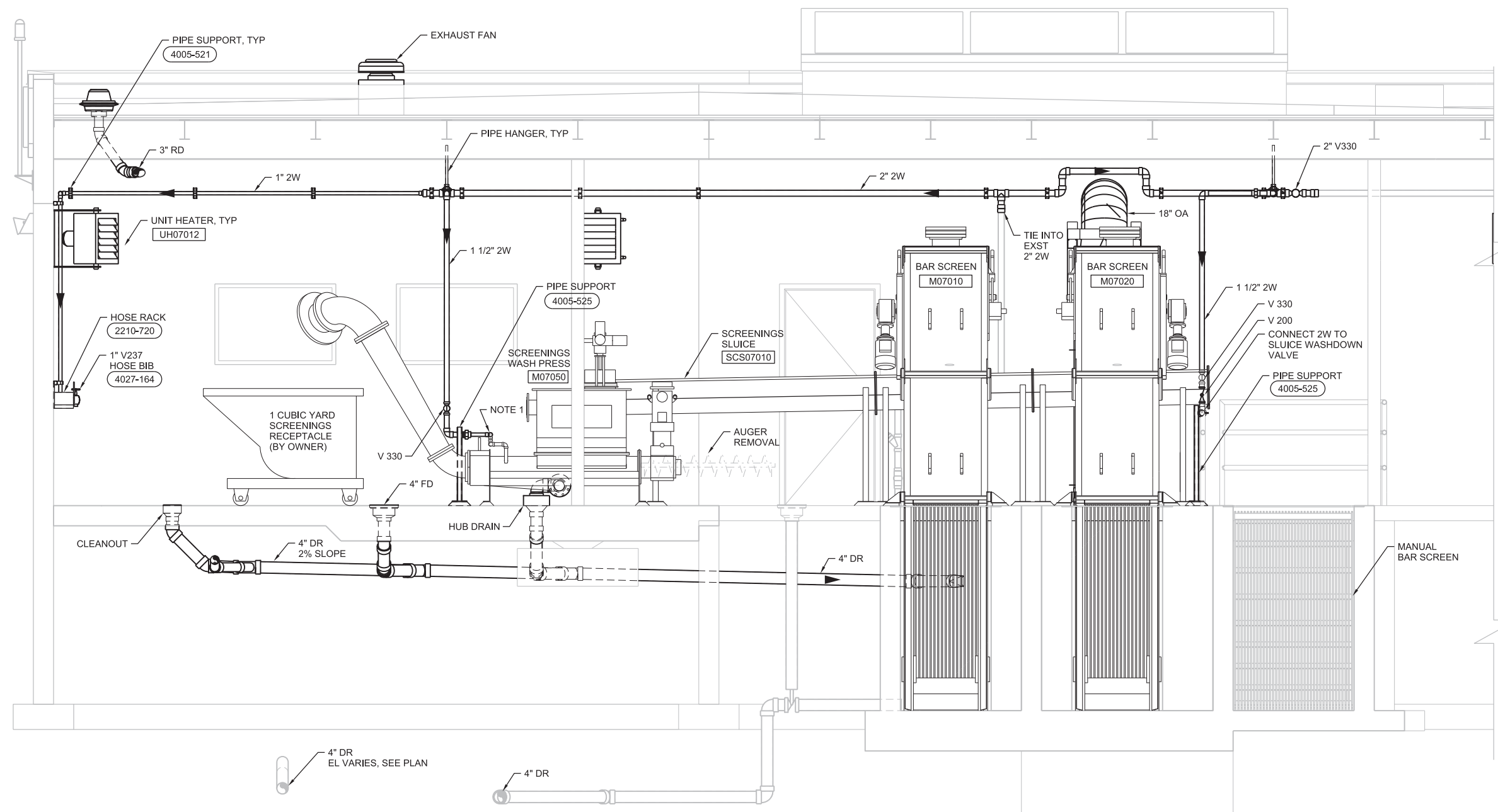
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PROCESS MECHANICAL
HEADWORKS PLAN

VERIFY SCALE
BAR IS ONE INCH ON ORIGINAL DRAWING.

DATE	JUNE 2020
PROJ	133841
DWG	7-M-201
SHEET	37 of 48



A SECTION
1/2"=1'-0"
7-M-201

- NOTES**
- CONNECT TO SCREENINGS WASH PRESS WASHDOWN WATER CONNECTION.



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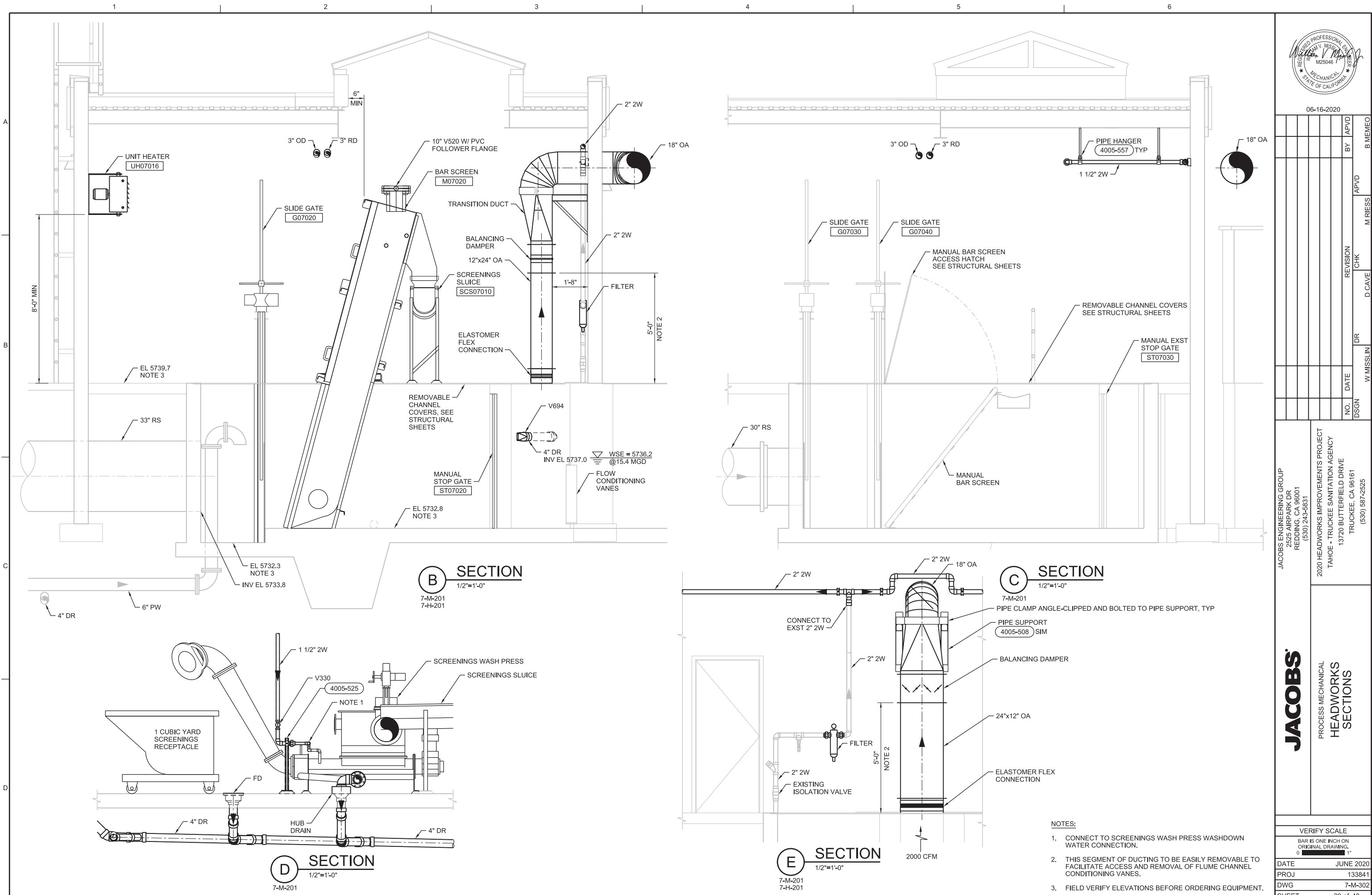
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PROCESS MECHANICAL
HEADWORKS SECTION

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DWG	7-M-301
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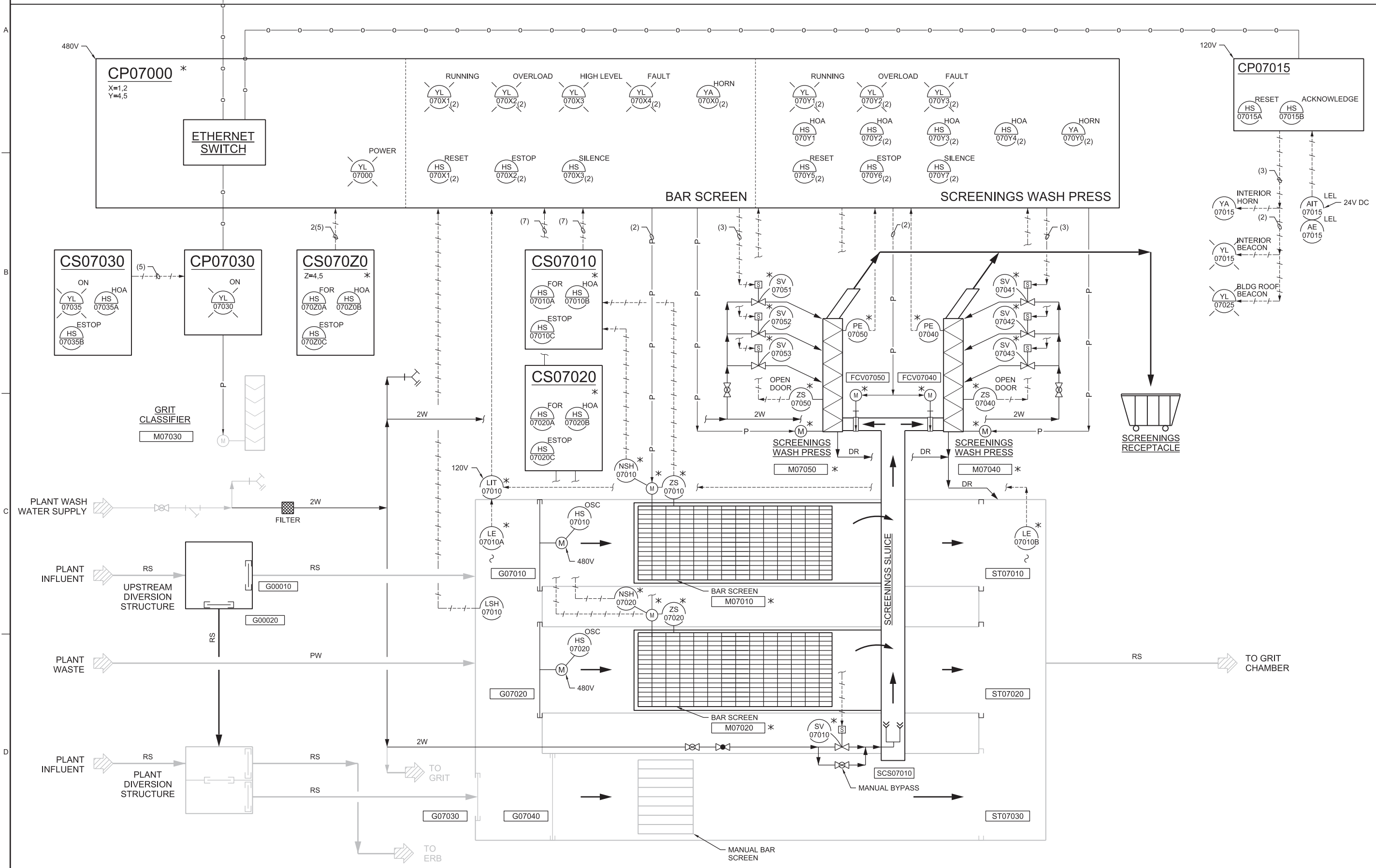
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PROCESS MECHANICAL HEADWORKS SECTIONS

DATE	JUNE 2020
PROJ	133841
DWG	7-M-302
SHEET	39 of 48

- NOTES:
- CONNECT TO SCREENINGS WASH PRESS WASHDOWN WATER CONNECTION.
 - THIS SEGMENT OF DUCTING TO BE EASILY REMOVABLE TO FACILITATE ACCESS AND REMOVAL OF FLUME CHANNEL CONDITIONING VANES.
 - FIELD VERIFY ELEVATIONS BEFORE ORDERING EQUIPMENT.



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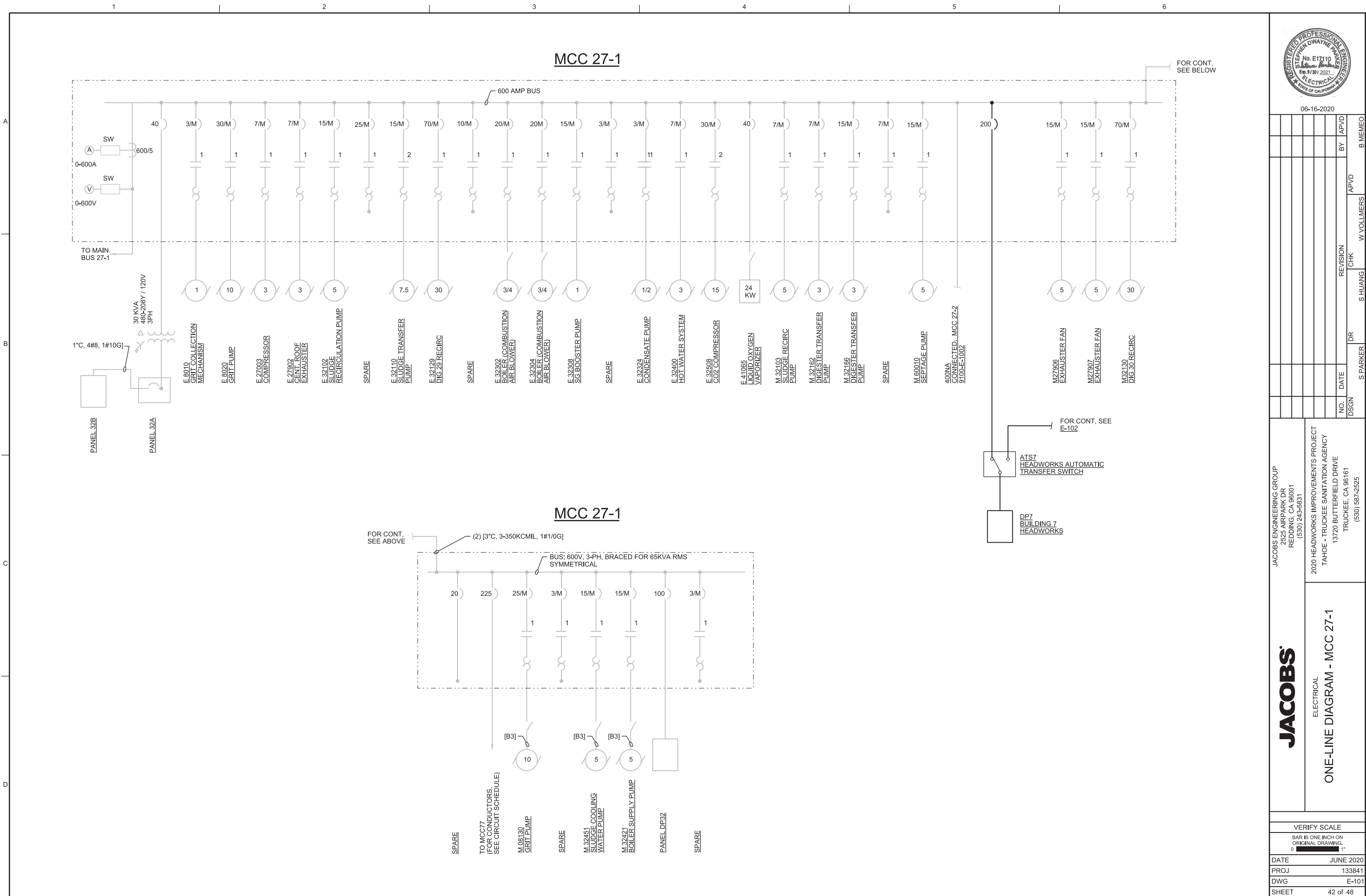
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 INSTRUMENTATION AND CONTROLS
P & ID
PLANT INFLUENT AND HEADWORKS

VERIFY SCALE
 BAR IS ONE INCH ON ORIGINAL DRAWING.

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PROJ	133841
DWG	N-001
SHEET	41 of 48



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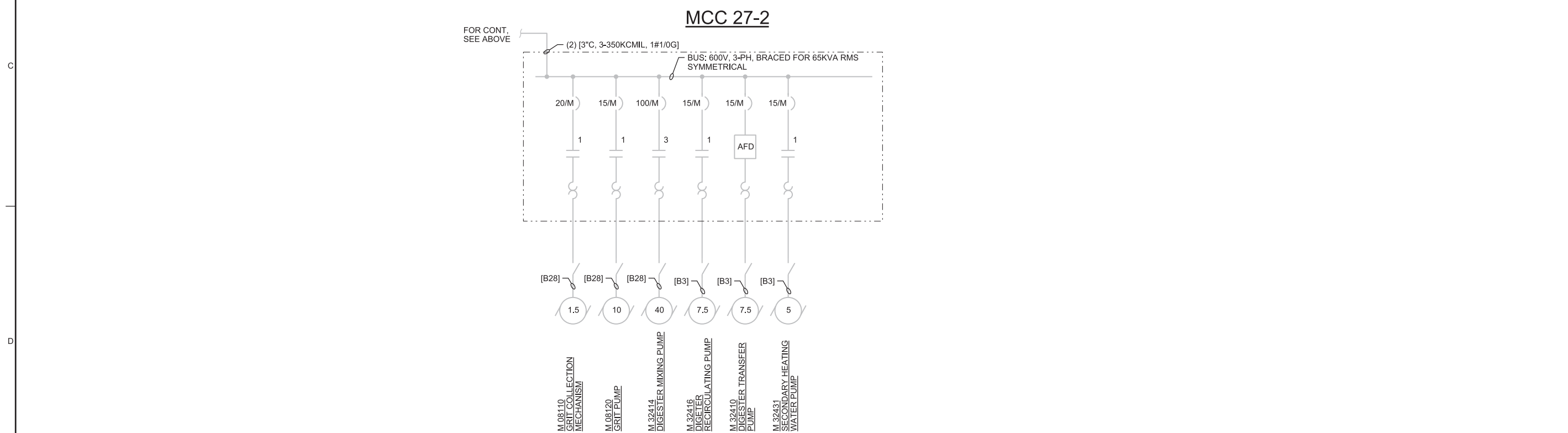
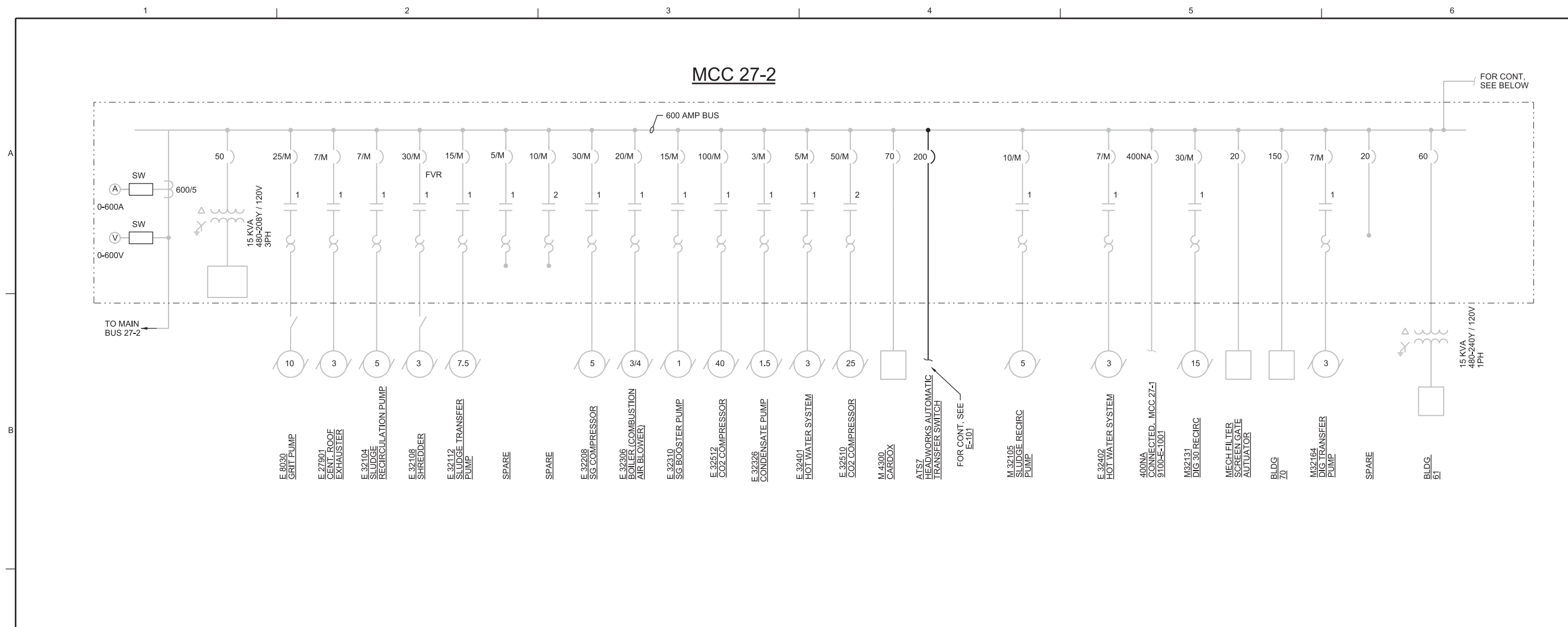
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 ELECTRICAL
ONE-LINE DIAGRAM - MCC 27-1

VERIFY SCALE	BAR IS ONE INCH ON ORIGINAL DRAWING.
DATE	JUNE 2020
PROJ	133841
DWG	E-101
SHEET	42 of 48



FOR CONT. SEE BELOW

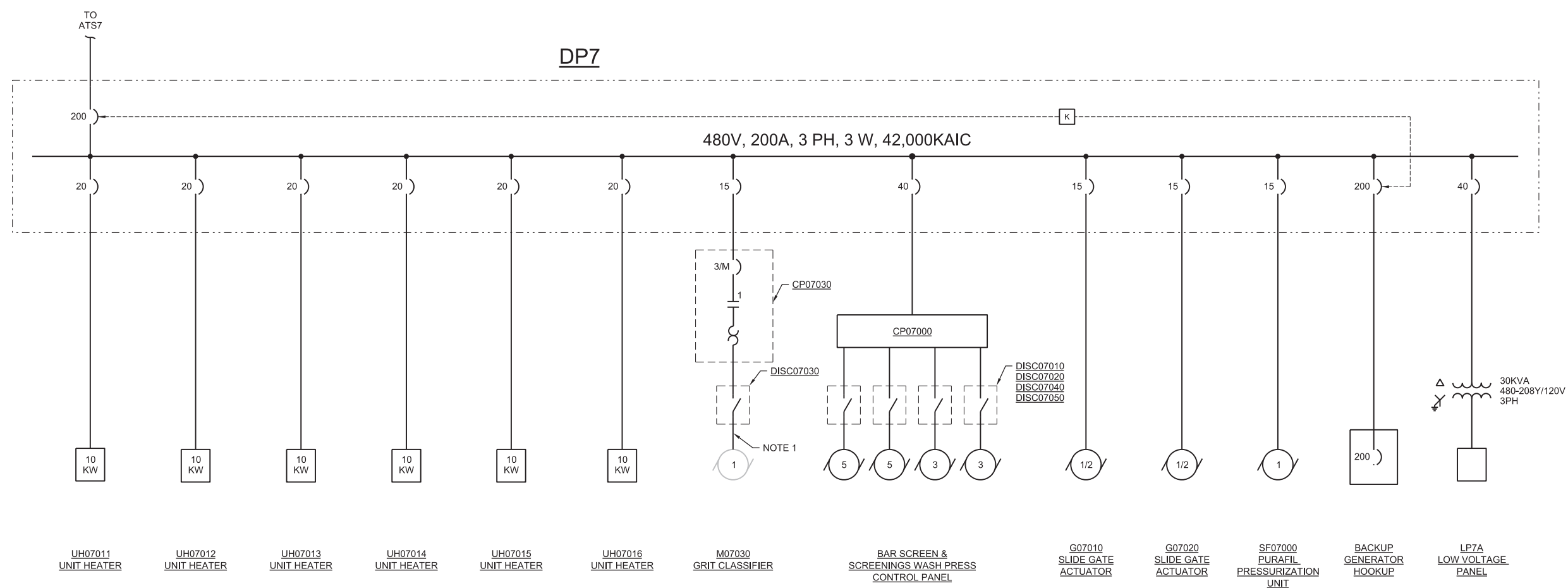
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			W VOLLMERS
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			DR
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ELECTRICAL	
ONE-LINE DIAGRAM - MCC 27-2	
VERIFY SCALE	
BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
PROJ	133841
DWG	E-102
SHEET	43 of 48

A
B
C
D



PANEL ONE-LINE DP7

NOTE:
1. PROVIDE NEW CONDUIT AND CONDUCTORS TO EXISTING EQUIPMENT.

LOAD IN KVA			CIRCUIT DESCRIPTION	BKR A/P	CKT NO.	BKR A/P	CIRCUIT DESCRIPTION	LOAD IN KVA		
A	B	C						A	B	C
0.52			Headworks BLDG. Lights (a)	20/1	1	2	SF07000 Purafil Pressurization Unit	1.00		
	0.05		Headworks BLDG. Lights (b)	20/1	3	4	CP07015 Gas Detection Panel		1.00	
		1.08	Headworks BLDG. Receptacles	20/1	5	6	LIT07010			1.00
0.10			Headworks BLDG. Exterior Lights	20/1	7	8	EF07010 Headworks Exh. Fan	0.70		
			Spare	20/1	9	10	Motorized Damper		0.10	
			Spare	20/1	11	12	Spare			
			Spare	20/1	13	14	Spare			
			Spare	20/1	15	16	Spare			
			Spare	20/1	17	18	Spare			
			Spare	20/1	19	20	Spare			
			Spare	20/1	21	22	Spare			
			Spare	20/1	23	24	Spare			
0.6	0.1	1.1	TOTAL					1.70	1.10	1.00

PANEL SCHEDULE LP7A



06-16-2020

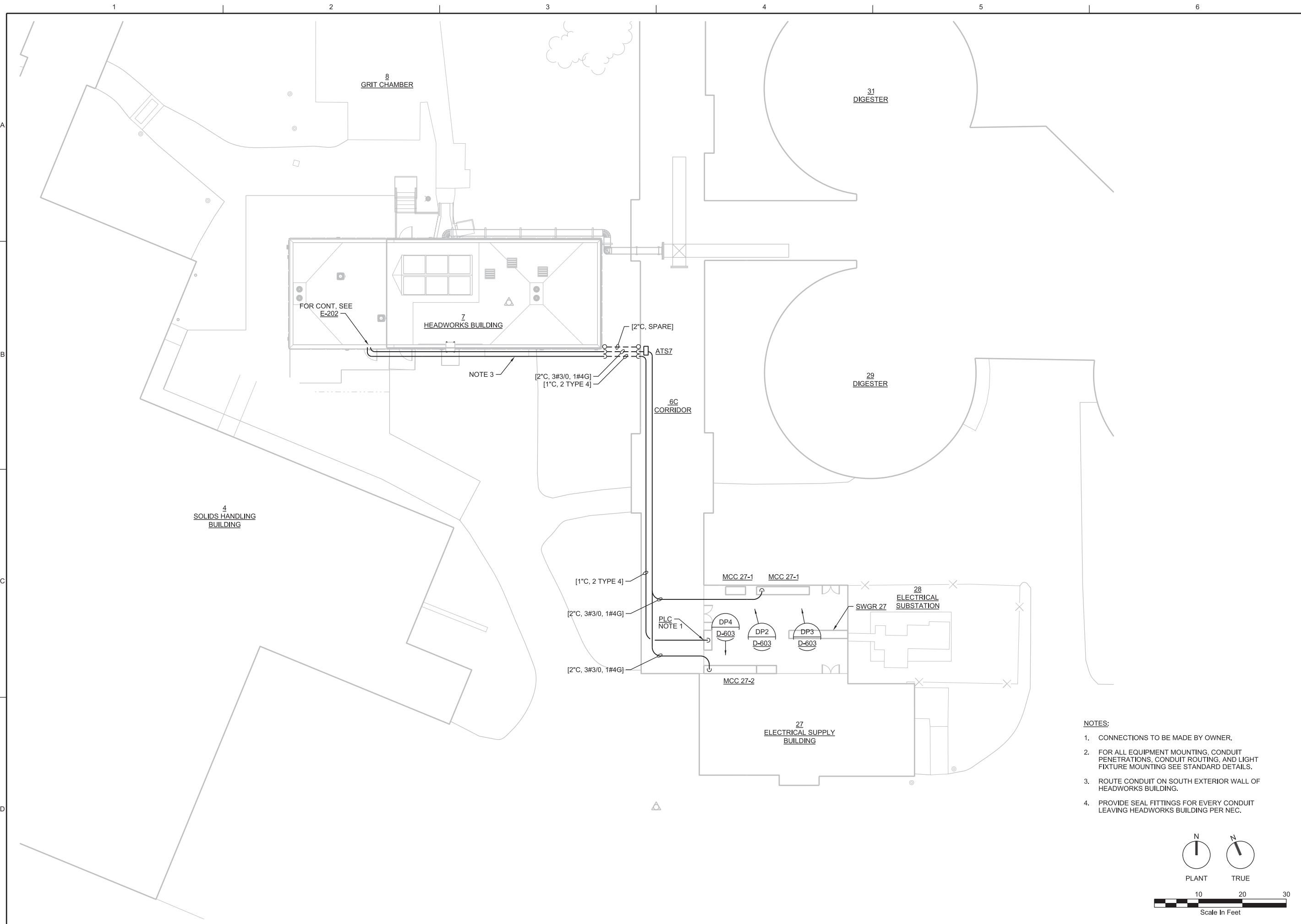
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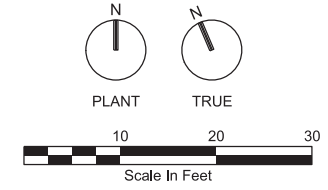
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ELECTRICAL
**ONE-LINE DIAGRAM
AND PANEL SCHEDULE**

VERIFY SCALE	
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DATE	JUNE 2020
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DWG	E-103
SHEET	44 of 48



NOTES:

1. CONNECTIONS TO BE MADE BY OWNER.
2. FOR ALL EQUIPMENT MOUNTING, CONDUIT PENETRATIONS, CONDUIT ROUTING, AND LIGHT FIXTURE MOUNTING SEE STANDARD DETAILS.
3. ROUTE CONDUIT ON SOUTH EXTERIOR WALL OF HEADWORKS BUILDING.
4. PROVIDE SEAL FITTINGS FOR EVERY CONDUIT LEAVING HEADWORKS BUILDING PER NEC.



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ELECTRICAL

ELECTRICAL SITE PLAN

VERIFY SCALE	
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SHEET	45 of 48



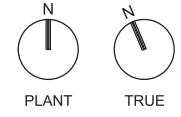
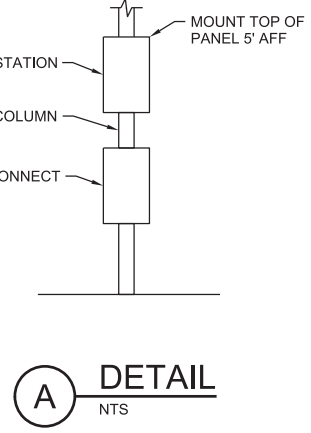
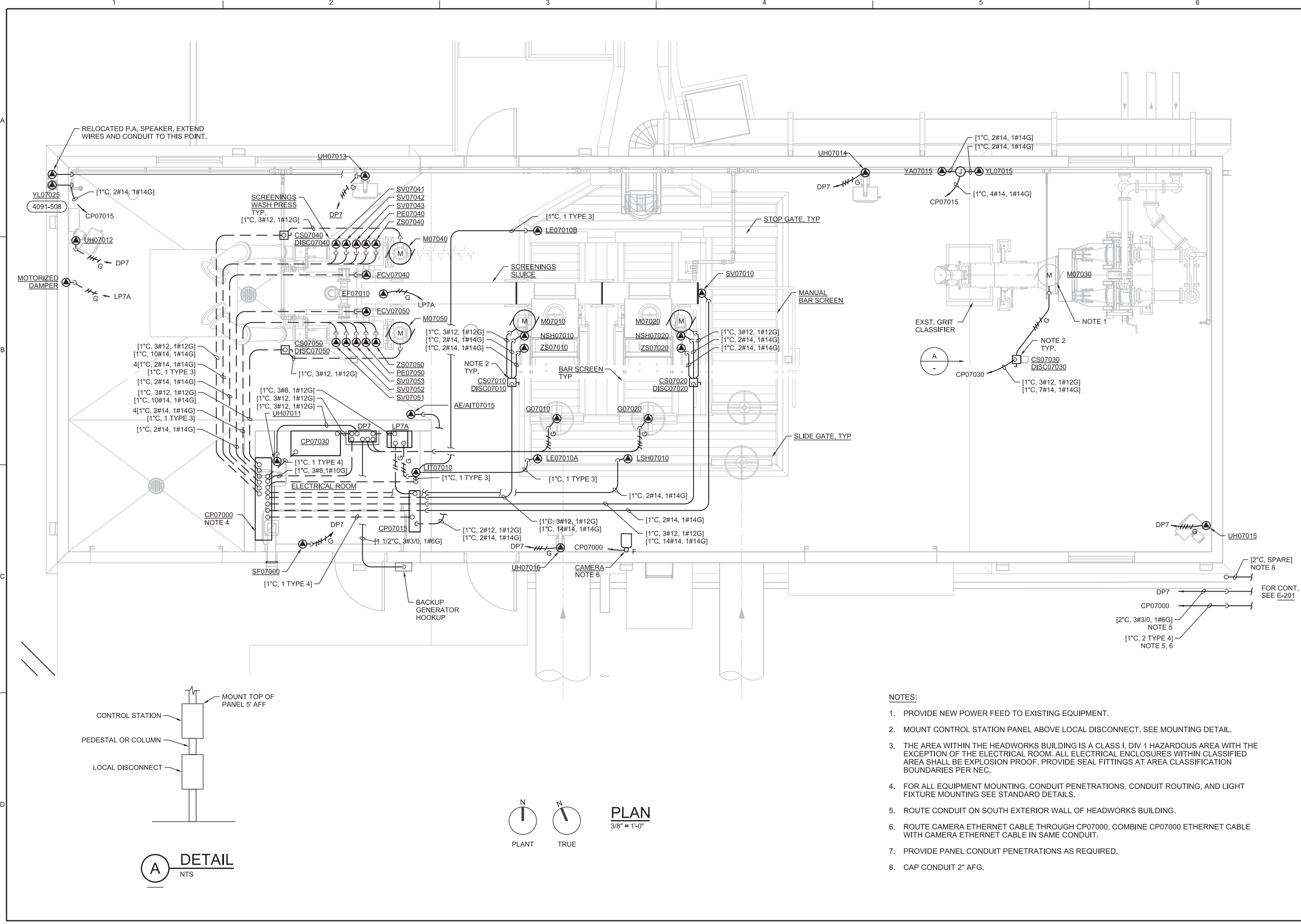
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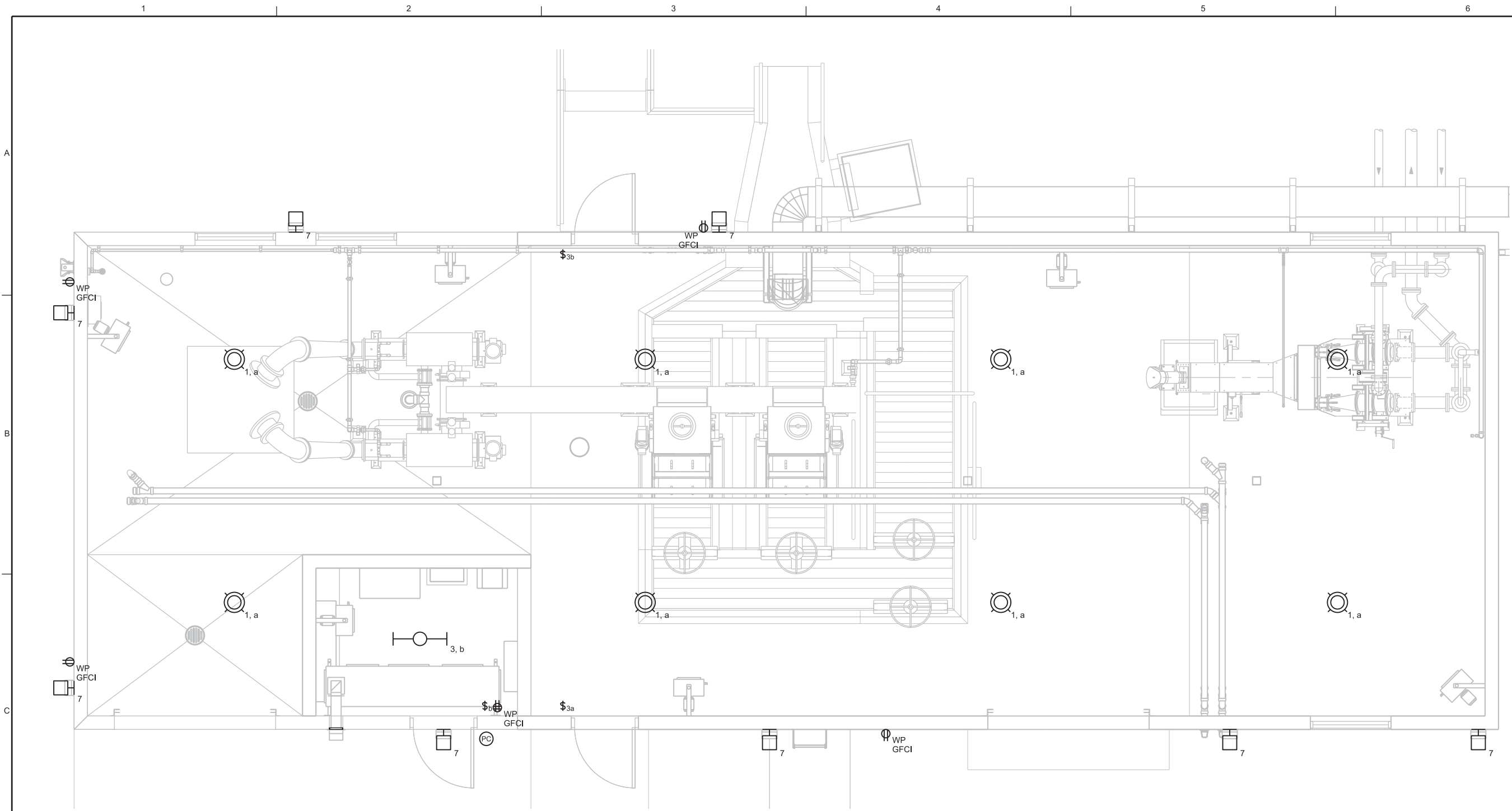
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ELECTRICAL HEADWORKS POWER PLAN	
VERIFY SCALE BAR IS ONE INCH ON ORIGINAL DRAWING.	
DATE	JUNE 2020
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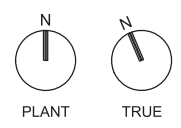
PLAN
 3/8" = 1'-0"

NOTES:

1. PROVIDE NEW POWER FEED TO EXISTING EQUIPMENT.
2. MOUNT CONTROL STATION PANEL ABOVE LOCAL DISCONNECT. SEE MOUNTING DETAIL.
3. THE AREA WITHIN THE HEADWORKS BUILDING IS A CLASS I, DIV 1 HAZARDOUS AREA WITH THE EXCEPTION OF THE ELECTRICAL ROOM. ALL ELECTRICAL ENCLOSURES WITHIN CLASSIFIED AREA SHALL BE EXPLOSION PROOF. PROVIDE SEAL FITTINGS AT AREA CLASSIFICATION BOUNDARIES PER NEC.
4. FOR ALL EQUIPMENT MOUNTING, CONDUIT PENETRATIONS, CONDUIT ROUTING, AND LIGHT FIXTURE MOUNTING SEE STANDARD DETAILS.
5. ROUTE CONDUIT ON SOUTH EXTERIOR WALL OF HEADWORKS BUILDING.
6. ROUTE CAMERA ETHERNET CABLE THROUGH CP07000. COMBINE CP07000 ETHERNET CABLE WITH CAMERA ETHERNET CABLE IN SAME CONDUIT.
7. PROVIDE PANEL CONDUIT PENETRATIONS AS REQUIRED.
8. CAP CONDUIT 2" AFG.



LUMINAIRE SCHEDULE												
SYMBOL	LABEL	QUANTITY	MANUFACTURER	CATALOG NUMBER	NUMBER LAMPS	LUMENS PER LAMP	LUMEN MULTIPLIER	LIGHT LOSS FACTOR	WATTAGE	EFFICIENCY	DESCRIPTION	DISTRIBUTION
	A1	8	AZZ LIGHTING	SXPJ09L2UGXX	8	6314	1	0.9	65.1	98%	12-1/8"DIA. X 17-5/8"H. LED LUMINAIRE PRISMATIC LENS	
	W1	1	LITHONIA LIGHTING	# WDGE2-LED-P2-40K-80CRI-VW	8	1982	1	0.9	15.0	98%	WDGE2 LED WITH P2 - PERFORMANCE PACKAGE, 4000K, 80CRI, VISUAL COMFORT WIDE OPTIC	TYPE II, VERY SHORT, BUG RATING: B1 - U0 - G0
	M1	6	LITHONIA LIGHTING	LITHONIA VAP LED VAP 4000LM FST MD MVOLT GZ10 40K 80CRI	1	4000	1	-	33	98%	ENCLOSED AND GASKET INDUSTRIAL LINEAR LED. WET LOCATION LISTED. UV STABILIZED, IMPACT RESISTANT CLEAR TRANSPARENT ACRYLIC LENS. 4000 LUMENS. ONE 525mA LED DRIVER.	



PLAN
3/8" = 1'-0"

NOTES:

- EXTERIOR LIGHTS TO BE CONTROLLED BY PHOTOCELL.
- ALL LIGHTS AND RECEPTACLES ARE FED FROM PANEL LP7A.



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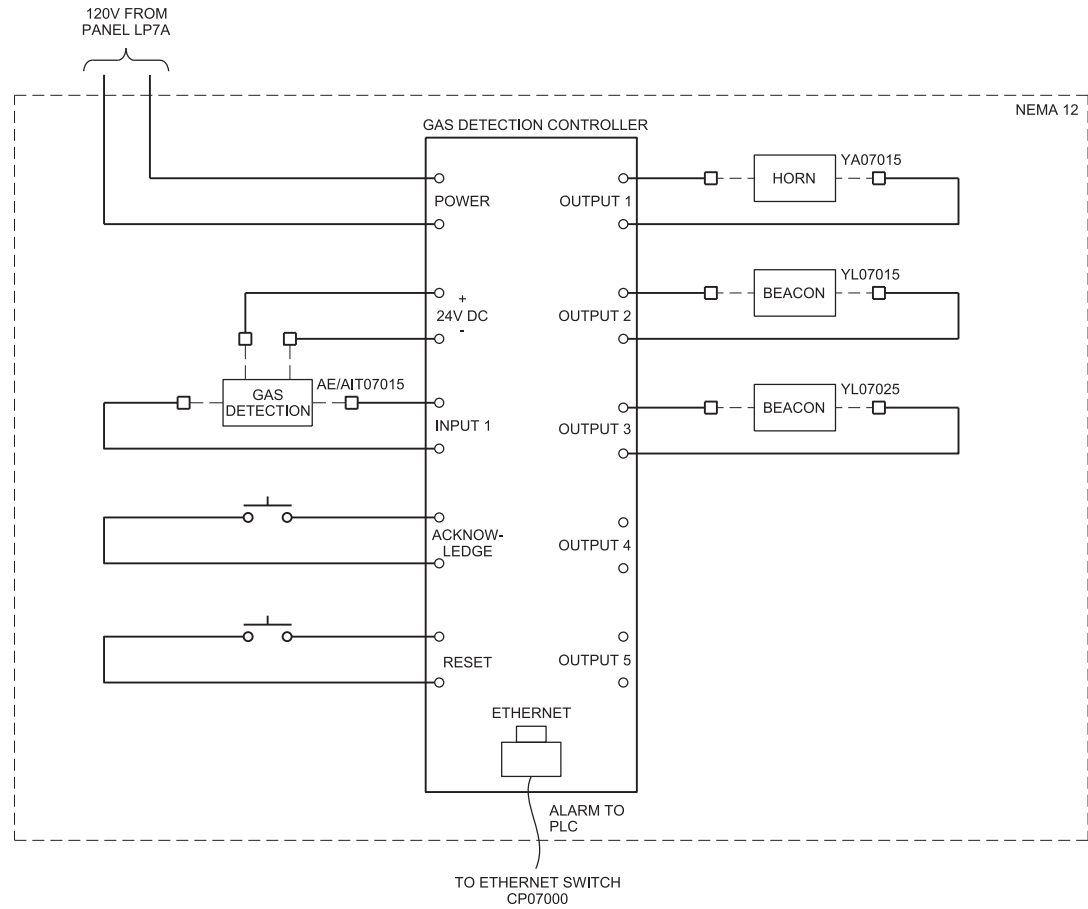
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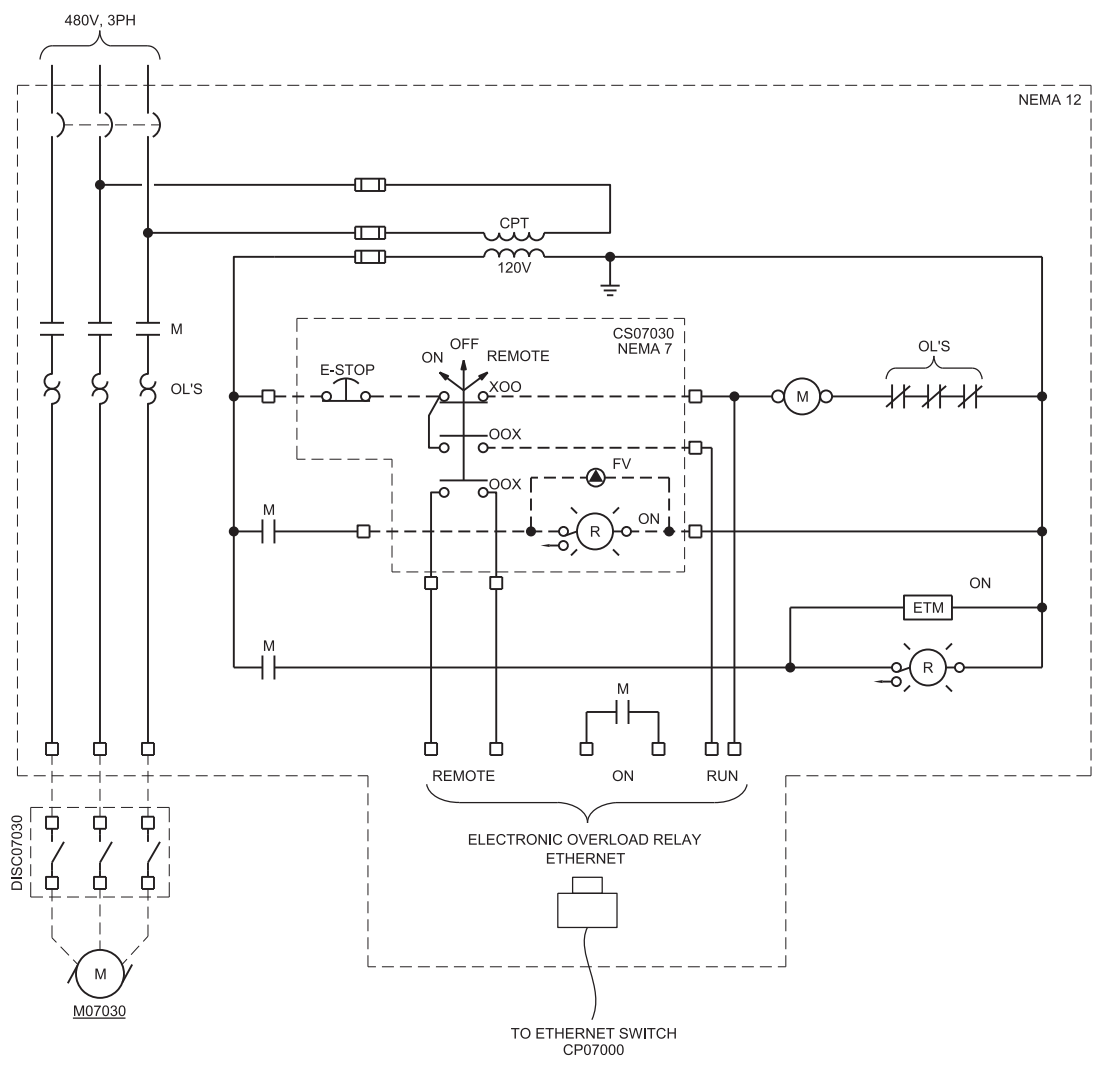
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SHEET	47 of 48

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GAS DETECTION PANEL
CP07015



GRIT CLASSIFIER
CP07030



06-16-2020

NO.	DATE	DR	CHK	REVISION	BY	APVD	B MEMEO

JACOBS ENGINEERING GROUP
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Exp. 9/30/2021
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TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Item: V-7
Subject: Approval to recertify the Sewer System Management Plan (SSMP)

Background

State Water Resources Control Board Order No. 2006-0003-DWQ requires that the Agency's Sewer System Management Plan (SSMP) be updated every five (5) years and be recertified by the T-TSA Board of Directors. The SSMP has been updated and is now ready for recertification by the T-TSA Board of Directors.

Fiscal Impact

None.


Attachments


Sewer System Management Plan.

Recommendation

Management and staff recommend recertification the Sewer System Management Plan (SSMP).

Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

Approved By: 
LaRue Griffin
General Manager

Sewer System Management Plan (SSMP)

2020

Prepared by



Tahoe-Truckee Sanitation Agency
13720 Butterfield Drive
Truckee, California 96161

SSMP
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Element 2	SSO Notification Checklist, T-TSA Employee Phone List & Emergency <i>(Not Available Online)</i> , Contacts List <i>(Not Available Online)</i>	
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Element 1: Goals

This Sewer System Management Plan (SSMP) section identifies the goals that Tahoe-Truckee Sanitation Agency (T-TSA) has set for the management, operation, and maintenance of the Truckee River Interceptor (TRI). It also identifies how the SSMP will provide guidelines to help achieve these goals. This section fulfills the requirements of the goals element of the SSMP as dictated by the California State Water Resources Control Board (SWRCB).

1.1 Regulatory Requirement for the Goals Element

In accordance with the SWRCB Order No. 2006-003-DWQ, the goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system in order to reduce and prevent Sanitary Sewer Overflows (SSOs), as well as mitigate any SSOs that do occur.

1.2 T-TSA Goals

T-TSA's goals for the TRI are as follows:

1. Maintain the condition of the TRI in order to provide reliable service now and in the future;
2. Minimize infiltration and inflow (I/I) in the TRI;
3. Provide adequate sewer capacity to accommodate future sewer flows;
4. Minimize the number and impact of SSO discharges that occur; and
5. Set aside specific funds for the TRI.

The SSMP supplements T-TSA's existing preventative and corrective maintenance procedures for the TRI and supersedes T-TSA's previous SSO Plan. The SSMP provides guidelines for the proper management of the TRI and assists the T-TSA staff in minimizing the frequency and impacts of the SSO discharges by providing guidance for appropriate preventative and corrective maintenance procedures, capacity management, and emergency response.

Element 2: Organization

This section identifies the T-TSA staff and management responsible for implementing the SSMP, responding to SSO events, and meeting SSO reporting requirements. This section also designates the legally responsible official (LRO) and fulfills the requirements of the organization element of the SSMP as dictated by the SWRCB.

2.1 Regulatory Requirement for the Organization Element

The SWRCB requirements for the organization element are as follows:

1. The name of the responsible or authorized representative;
2. The names and telephone numbers for management, administrative, and maintenance positions responsible for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and
3. The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Boards and other agencies if applicable (such as the County Health Officer, County Environmental Health Agency, and/or California Emergency Management Agency).

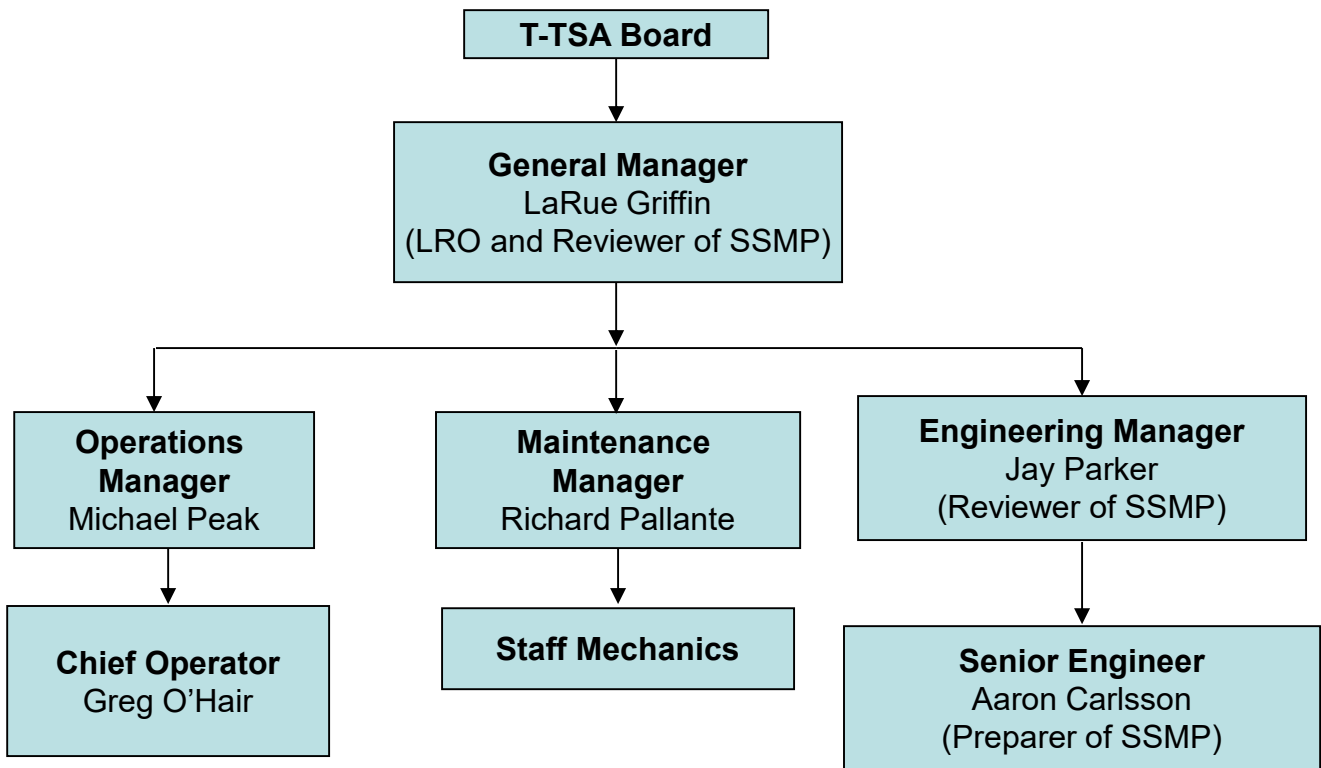
2.2 Discussion of Organization

This subsection describes and shows T-TSA's organization and roles as they relate to the development and implementation of the SSMP. Specifically, discussion includes the name and responsibilities of the LRO, key personnel associated with the development of the SSMP, and key personnel associated with the maintenance of the TRI. Figure 2-1 provides an organizational chart of the key personnel associated with the SSMP. Roles for the key personnel are as follows:

- LaRue Griffin, General Manager, is the designated LRO and has ultimate responsibility for the development and implementation of the SSMP. As the LRO, he is responsible for reviewing and certifying the SSMP and for electronically reporting SSOs to the SWRCB. He may designate data submitters within T-TSA, who may enter draft data into the California Integrated Water Quality System (CIWQS) database. However, only the designated LRO may certify reports in CIWQS.
- Jay Parker, Engineering Manager, is responsible for reviewing the SSMP and overseeing that the elements of the SSMP are being properly implemented.
- Aaron Carlsson, Senior Engineer, is the project manager responsible for planning, preparation, and implementation of the SSMP.
- Michael Peak, Operations Manager, has overall responsibility for all operations activities for the T-TSA's Water Reclamation Plant (WRP).
- Richard Pallante, Maintenance Manager, has overall responsibility for all maintenance activities for the WRP and TRI.

Figure 2-1

T-TSA SSMP Organizational Chart



Element 2: Organization

2.3 Chain of Communication

This subsection describes T-TSA's protocol for chain of communications in case of a SSO. In the event the plant is notified that a SSO or spill has occurred, it is the responsibility of the person receiving the call to immediately contact the on-duty shift supervisor. The decision maker will be the shift supervisor or acting shift supervisor until more senior officials are available and the on-site Incident Command System (ICS) can be established. Until the ICS is established, the supervisor will have authority to begin spill response activities.

The nature and extent of the release will determine the notification requirements and whether external resources will be needed to aid in the mitigation of any damage that may result from the release. The SSO Notification Checklist with outside entity phone numbers is provided in the Element 2 Appendix, and includes agencies such as the Lahontan Regional Water Quality Control Board, Truckee Meadows Water Authority, California Office of Emergency Services, Nevada County Environmental Health, Placer County Environmental Health, and T-TSA's member districts. The LRO, LaRue Griffin, will either contact the required agencies or delegate this responsibility.

In addition to outside entities, the following T-TSA personnel will be notified in case of a SSO:

- On-duty shift supervisor
- LaRue Griffin
- Jay Parker
- Aaron Carlsson
- Richard Pallante
- Michael Peak
- Greg O'Hair

Element 2 Appendix
SSO Notification Checklist

SSO Notification Checklist

Notification Person _____

In case of an SSO, the following notifications are required:

Agency	Time of Call	Who You Talked To	Notes
California Office of Emergency Services (800) 852-7550			
Lahontan Regional Water Quality Control Board 542-5400			
*Nevada Co. Environmental Health - Nevada City 265-1222			
*Placer County Environmental Health - Tahoe 581-6240			
*Truckee Meadows Water Authority (775) 834-8080			
*Truckee Sanitary District 587-3804			
*Tahoe City Public Utility District 583-3796			
*North Tahoe Public Utility District 546-4212			
*Alpine Springs County Water District 583-2342			
*Squaw Valley Public Service District 583-4692			

*This indicates that notification may not be necessary due to the nature of the SSO.

Element 3: Legal Authority

This section of the SSMP describes T-TSA's legal authority to operate and maintain its sewer system.

3.1 Regulatory Requirements for the Legal Authority Element

The SWRCB requirements for the legal authority element are as follows:

1. Prevent illicit discharges into its sanitary sewer system, including infiltration and inflow (I/I), stormwater, and unauthorized materials and debris.
2. Require proper design and construction of sewers and connections.
3. Ensure access for maintenance, inspection, and repairs to publicly-owned portions of sewer system.
4. Limit the discharge of fats, oils, and greases (FOG) and other debris that may cause blockages.
5. Enforce violations of its sewer ordinances.

3.2 Discussion of Legal Authority

T-TSA was founded in 1972 in response to the Porter Cologne Water Quality Control Act, promulgated to protect Lake Tahoe and Truckee River water quality. The Tahoe-Truckee Sanitation Agency Act provides the legal authority for the formation of T-TSA, which is codified in Chapter 114 of the Appendix to the California Water Code.

The legal authority that addresses the SWRCB required items listed above are contained in Lahontan Regional Water Quality Control Board Order No. R6T-2002-0030, WDID No. 6A290011000 (WDRs); T-TSA Ordinance 1-2015 – An Ordinance of the Board of Directors of Tahoe-Truckee Sanitation Agency Adopting Pretreatment Requirements; and T-TSA Ordinance 2-2015 – An Ordinance of the Board of Directors of Tahoe-Truckee Sanitation Agency Setting Forth the Rules and Regulations Governing the Agency's Regional Sewerage System. The WDRs designate T-TSA as the regional authority to transport, treat, and dispose of wastewater. The WDRs also provide T-TSA authority to (1) take corrective action and use Best Management Practices during an emergency where public health or welfare is threatened; and (2) develop a local pretreatment program for industrial wastewaters. T-TSA Ordinance 2-2015 sets forth the rules and regulations which pertain to the use of T-TSA's system. T-TSA Ordinance 1-2015 has the objectives of preventing pollutants from entering the sewer system which would potentially interfere or pass through the treatment works, ensuring the wastewater treatment plant sludge is maintained at a level of quality that allows its use and disposal in compliance with applicable statutes and regulations, improving the opportunity to recycle and reclaim wastewaters and sludges, protecting Agency personnel who may be affected by wastewater and sludge in the course of their employment, and complying with the Agency's Local Limits. Copies of T-TSA's WDRs and T-TSA Ordinances 1-2015 and 2-2015 are provided in the Appendix attached to this section of the SSMP.

Element 3: Legal Authority

The discussion that follows provides more detail in addressing the SWRCB requirements for this element.

Prevent illicit discharges into its sanitary sewer system, including I/I, stormwater, and unauthorized materials and debris. Section 5 of T-TSA Ordinance 2-2015, entitled “Restrictions as to Use of Sanitary Sewer System and Sewage Works,” T-TSA Ordinance 1-2015, and WDRs describe numerous restrictions and prohibitions, both direct and indirect, with respect to discharges to the sewer system, including prohibitions relating to stormwater connections to the sewer. Reductions in I/I to the sewer system is an on-going goal for T-TSA. T-TSA has conducted I/I studies that focus on both overall system-wide estimates of I/I and estimates of I/I contributions from specific areas within the service area. It is in T-TSA’s best interest to reduce I/I and, thus, maximize the capacity in T-TSA’s treatment facility and conveyance interceptor pipeline.

Require proper design and construction of sewers and connections. For the TRI, the following activities are performed to ensure that improvements are properly designed and installed:

- Planning and environmental documents are prepared for the proposed improvements.
- Preliminary design activities are performed including geotechnical studies, hydraulic analyses, refinements of pipeline alignment, pipeline material selections, and cost estimates.
- At the various stages of design development, pertinent documents are submitted to various authorities having jurisdiction for approval.
- Detailed calculations are performed and documents are prepared that require conformance with all local, state, and federal requirements. The documents include the following: general and special provisions; technical specifications; construction drawings including pipeline plan and profile sheets; details for the pipeline and pipeline appurtenances; details for re-vegetation activities; and other contract documents.
- The pipeline installation is inspected to ensure that all requirements have been met.

Ensure access for maintenance, inspection, and repairs to publicly-owned portions of sewer system. The rights to access publicly-owned portions of the TRI are addressed in the sewer and right-of-way easement documents. The easement documents provide a perpetual right of ingress to and egress from properties to access the TRI. In addition, they allow T-TSA to dig, construct, reconstruct, repair, and maintain the TRI.

Limit the discharge of FOG and other debris that may cause blockages. Limits to the discharge of FOG and other debris that may cause blockages are addressed in Section 5 of T-TSA Ordinance 2-2015, entitled “Restrictions as to Use of Sanitary Sewer System and Sewage Works” and T-TSA Ordinance 1-2015. Member collection districts enforce their own FOG requirements within their specific district boundaries. For example, the member districts perform periodic site inspections of restaurants to ensure proper use and maintenance of grease traps and grease interceptors. T-TSA assists member districts as necessary in enforcing FOG regulations and reserves the right to independently administer, inspect sites, and enforce its own rules, regulations, ordinances, and resolutions with respect to FOG requirements.

Element 3: Legal Authority

Enforce violations of its sewer ordinances. T-TSA Ordinance 2-2015 provides a means of enforcement of the terms and conditions of the rules and regulations. Also described are the Agency's rights to receive compensation for impacts associated with violations and the procedures for imposing penalties in connection with violations.

Element 3 Appendix

Lahontan Regional Water Quality Control Board Order
No. R6T-2002-0030 (WDID 6A290011000), T-TSA Ordinance 1-2015,
and T-TSA Ordinance 2-2015

**Lahontan Regional Water Quality Control Board Order No. R6T-2002-0030
(WDID 6A290011000)**

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION



RECEIVED

BOARD ORDER NO. R6T-2002-0030
WDID NO. 6A290011000

MAY 16 2002

Tahoe-Truckee Sanitation Agency

REVISED WASTE DISCHARGE REQUIREMENTS

FOR

TAHOE-TRUCKEE SANITATION AGENCY
MARTIS VALLEY WASTEWATER TREATMENT PLANT
AND ASSOCIATED MAINTENANCE ACTIVITIES

Nevada County

The California Regional Water Quality Control Board, Lahontan Region (Regional Board) finds:

1. Discharger

On January 10, 2002, the Tahoe-Truckee Sanitation Agency (TTSA) submitted a completed revised Report of Waste Discharge for the expansion of the Martis Valley Wastewater Treatment Plant. For the purpose of this Order, the Tahoe-Truckee Sanitation Agency (TTSA), as the operator, facility owner, and landowner, is referred to as the "Discharger".

2. Facility

For purposes of this Order, the land, buildings and equipment associated with the operations of the Martis Valley Wastewater Treatment Plant, and associated routine maintenance activities, are referred to as the "Facility".

3. Facility Location

The Facility is located at 13720 Joerger Drive, within the town limits of the Town of Truckee, Nevada County APN 49-010-20, as shown in Attachment "A", which is made a part of this Order. The Facility location is within Sections 7 and 12, T17N, R17E, MDB&M, which is within the Truckee River Hydrologic Unit. The Truckee River borders the northern side of the Facility and Martis Creek is located east of the Facility.

4. Order History

Regulation of the Facility began with the adoption of waste discharge requirements (WDRs) under Board Order No. 6-74-44, adopted April 25, 1974. The Board revised those WDRs under Board Order No. 6-77-27 adopted May 12, 1977. At the request of TTSA, the Board revised WDRs in 1981 by adopting Board Order No. 6-81-61, authorizing a 2.57 million gallons per day (MGD) maximum 7-day average flow capacity increase (from 4.83 to 7.4 MGD) upon completion of a proposed treatment facility expansion. The Board again revised

WDRs under Board Order No. 6-81-71 on September 17, 1981, authorizing the treatment facility capacity to be immediately increased from 4.83 to 5.83 MGD. The 1.0 MGD increase in capacity was part of the proposed 2.57 MGD capacity increase mentioned above, and occurred before the proposed treatment facility expansion was completed. The Board then updated the WDRs on February 19, 1987 by adopting Board Order No. 6-87-21, and again updated the WDRs on April 11, 1990 by adopting Board Order No. 6-90-27. The Board amended the WDRs on October 3, 1996, by adopting Board Order 6-90-27A1.

5. Reason for Action

The Regional Board is revising the WDRs to permit an increase in Facility capacity and change in treatment methods for nitrogen removal, and to modify the monitoring and reporting program in response to these changes. The revised WDRs also serve as an update as part of a statewide program to periodically review and update WDRs, and also to incorporate changes to conform to the revised Basin Plan.

6. TTSA as a Regional Entity

The TTSA is designated as the regional entity to transport, treat and dispose wastewater from the North Tahoe Public Utility District (NTPUD), Tahoe City Public Utility District (TCPUD), Alpine Springs County Water District (ASCWD), Squaw Valley Public Services District (SVPSD), Truckee Sanitary District (TSD) and the Truckee River Canyon area. Reference to member entities of the TTSA in the Lake Tahoe Basin specifically includes NTPUD and TCPUD which are subject to the requirements of the California-Nevada Interstate Water Compact, referenced in Finding No. 19. ASCWD, SVPSD, TSD and the Truckee River Canyon Area are not within the Lake Tahoe Basin; and therefore, are not subject to the California-Nevada Interstate Water Compact.

7. Description of Existing Facility

The wastewater treatment facility provides tertiary level treatment. The treatment processes consist of influent screening, grit removal, primary sedimentation, pure oxygen activated sludge, biological phosphorus removal, chemical treatment, mixed media filtration, ion exchange ammonia removal, and final chlorination. Organic sludge is digested anaerobically, dewatered and transported to a landfill. Waste chemical sludge is dewatered and also transported to a landfill. The Discharger is considering alternative disposal sites for sludge, which will be subject to Regional Board staff review and approval. Emergency storage of wastewater is provided at the former TSD wastewater treatment ponds.

8. Existing Facility Capacity

The TTSA is capable of transporting, treating and disposing of a maximum 7-day average municipal wastewater flow, during the summer months of 7.4 MGD.

9. Description of and Capacity of Proposed Expansion

The proposed expansion of the Facility will be capable of transporting, treating and disposing of a maximum 7-day average flow during the summer months of 9.6 MGD. The proposed expansion will include numerous replacement, upgraded, modified and additional components and units to provide additional capacity and improve treatment, as described as Alternative 3 in the *Draft Project Report* dated April 1999 and modified by the *Updated Project Report* dated January 2002. The proposed expansion will also replace the existing ion-exchange nitrogen removal system with a Biological Nitrogen Removal (BNR) system for the full 9.6 MGD capacity of the enlarged plant. The existing ion exchange process shall only be operated if there is a process upset during the startup of the new BNR process. Following a three-month period of successful operation of the new BNR process, the ion exchange process will only be operated as a standby unit for emergencies. Additional treatment provided by the Soil Aquifer Treatment (SAT) process will also be acknowledged. The expansion will also incorporate enlargement and improvements to the Truckee River Interceptor (TRI) and the emergency storage facilities at the former TSD Sewage Treatment Lagoons.

The proposed expansion also identifies additional improvements which will not be constructed immediately, but rather at a later date when needed. Among these improvements are an additional disposal field and a spray irrigation system, which will require subsequent approval by the Regional Board.

10. Point of Effluent Disposal

Plant effluent is discharged to subsurface disposal trenches, the boundaries of which are shown on Attachment "A", which is made a part of this Order. The disposal field is located in a portion of the SE/4, Section 7, T17N, R17E, MDB&M and are within the Truckee River Hydrologic Unit.

A second disposal field will be constructed when needed for additional disposal capacity. The location of the proposed second disposal field is also shown on Attachment "A". A pilot project operated in 1991 demonstrated the technical feasibility of disposing effluent by a spray irrigation system from April through November. The proposed location of a full-scale effluent spray irrigation system is also shown on Attachment "A". The Discharger does not intend to construct the full-scale effluent spray irrigation system until a later date when needed to meet effluent limitations. The proposed location of a full-scale spray irrigation system is also shown on Attachment "A". Other than small volumes used for plant irrigation, the three areas shown on Attachment "A" are the only designated disposal sites.

11. Site Hydrogeology

Soils investigations of the effluent disposal areas indicate that they are located over permeable glacial outwash (Tahoe outwash) deposits 70 to 100 feet thick. The sites are further underlain by the relatively impermeable clayey deposit of the Truckee Formation. Ground water elevations in both disposal areas are known to be at least 40 feet below the ground surface.

Hydrogeologic investigations, a mathematical simulation model, and bromide tracer studies indicate that plant effluent discharged to the subsurface disposal system will migrate from the disposal site toward the Truckee River and Martis Creek, a tributary of the Truckee River. The Truckee River and Martis Creek are both within a half mile of the disposal sites.

Additional studies have been conducted by TTSA to demonstrate and quantify the ability of the aquifer to remove nitrogen, phosphorus and bacteriological constituents in treated effluent.

12. Lahontan Basin Plan

The Regional Board adopted the *Water Quality Control Plan for the Lahontan Region* (Basin Plan) on March 31, 1995. This Order implements the Basin Plan, as amended.

13. Receiving Waters

The Facility discharges to ground waters of the Martis Valley Ground Water Basin. Studies indicate that plant effluent discharged to the subsurface disposal system will migrate from the disposal site toward the Truckee River and Martis Creek, which are within a half mile of the disposal site.

14. Beneficial Uses of Ground Water

The beneficial uses of ground waters of the Martis Valley Ground Water Basin, as set forth and defined in the Basin Plan, are:

- a. municipal and domestic water supply;
- b. agricultural supply; and
- c. freshwater replenishment.

15. Beneficial Uses of Surface Water

The beneficial uses of the Truckee River, as set forth and defined in the Basin Plan, are:

- a. municipal and domestic water supply;
- b. agricultural supply;
- c. industrial service supply;
- d. ground water recharge;
- e. freshwater replenishment;
- f. hydropower generation;
- g. water contact recreation;
- h. non-contact water recreation;
- i. commercial and sport fishing;
- j. cold freshwater habitat;
- k. wildlife habitat;
- l. rare, threatened, or endangered species;

- m. migration of aquatic organisms; and
- n. spawning, reproduction, and development.

The beneficial uses of Martis Creek, as set forth and defined in the Basin Plan, are:

- a. municipal and domestic supply
- b. agricultural supply;
- c. ground water recharge;
- d. water contact recreation;
- e. non-contact water recreation;
- f. commercial and sport fishing;
- g. cold freshwater habitat;
- h. wildlife habitat;
- i. rare, threatened, or endangered species;
- j. migration of aquatic organisms; and
- k. spawning, reproduction, and development.

16. Control Measures for the Lake Tahoe Basin

The "Control Measures for the Lake Tahoe Basin" is incorporated within Chapter 5 of the Basin Plan. This Chapter incorporates control measures that were previously included in the *Lake Tahoe Basin Water Quality Plan*. Included in these control measures are prohibitions of the discharge or threatened discharge of solid or liquid waste, including earthen materials from any new subdivision, new development in stream environment zones, new development not in conformance with land capability, new development not offset by implementation of remedial erosion control measures, to ground or surface waters or to stream environment zones in the Lake Tahoe Basin. To implement those and other provisions necessary to protect the water quality of the Lake Tahoe Basin, the control measures require that the Regional Board, in establishing WDRs for sewerage agencies servicing the Lake Tahoe Basin, to include the following:

- a. Conditions shall be set in WDRs to prohibit the sewerage agencies from providing any connection serving new development which is not in accordance with the Plan.
- b. Conditions shall be set in WDRs to require the development of raw sewage overflow preventative maintenance and spill response programs.
- c. Conditions shall be set in WDRs to require the submission of annual reports providing updated estimates of available sewage treatment capacity within the respective sewerage systems.
- d. Conditions shall be set in WDRs to require the determination of which structures in the Lake Tahoe Basin are not connected to a sewerage collection, treatment and export system.

17. Martis Creek Watershed Phosphorus Study

The receiving water objectives for Martis Creek allow minimal assimilative capacity for additional phosphorus. The proposed project may cause phosphorus levels in Martis Creek to exceed receiving water limitations. The current mean of monthly means phosphorus concentration above TTSA's influence upon the creek is 0.05 mg/l, which is also the receiving water limitation for the entire creek. The TTSA projects that with or without the proposed expansion, by 2010 this concentration may be elevated to 0.06 mg/l. To identify phosphorus sources and assess control measures that could be imposed within the Martis Creek watershed to reduce phosphorus loading to the creek and provide additional assimilative capacity for future TTSA discharges, the TTSA will provide funding for and ensure the completion of a study to identify existing and future sources of phosphorus within the watershed, potential control measures that could be implemented, and a monitoring plan to evaluate the effect of such control measures upon Martis Creek throughout its watershed.

18. Consideration of Water Rights

Section 174 of the California Water Code states in part:

"It is also the intention of the Legislature to combine the water rights and the water pollution and water quality functions of state government to provide for consideration of water pollution and water quality, and availability of unappropriated water whenever applications for appropriation of water are granted or waste discharge requirements or water quality objectives are established."

19. California-Nevada Interstate Compact

The California-Nevada Interstate Water Compact concerning the waters of the Lake Tahoe, Truckee River, Carson River and Walker River Basins was approved by the Legislatures of California and Nevada in 1970 and 1971, respectively. The United States Congress has not ratified the Compact. However, the states of California and Nevada are using the Compact as a guideline for allocation of water between the two states in those watersheds.

20. California Environmental Quality Act Compliance

An Environmental Impact Report for the proposed expansion of the Facility was adopted by the TTSA on December 19, 2000 in accordance with the provisions of the California Environmental Quality Act (Public Resources Code, §21000 et seq.). The Regional Board has considered the CEQA document and subsequent addendum to that document prepared by the lead agency. The following significant effects of the proposed expansion were identified in the CEQA document:

- a. Potential temporary significant short-term impact (increase in dust and noise) on local residential land uses adjoining TTSA facility during construction. Pursuant to CEQA, a Mitigation Monitoring Plan (MMP) has been prepared, summarizing mitigation that will be implemented to bring this potentially significant impact to nonsignificant levels, and also describes the duration that the mitigation will be implemented for and

includes the responsible parties for ensuring the success of the mitigation. The contractor will be responsible for implementation of the mitigation, and TTSA will be responsible for monitoring. The Regional Board is not responsible for implementation and monitoring of mitigation measures associated with this potentially significant impact.

- b. Potential temporary significant short-term impact (increase in dust and noise near residential land adjoining construction areas) during TSD ponds and TRI modifications. Pursuant to CEQA, a Mitigation Monitoring Plan (MMP) has been prepared, summarizing mitigation that will be implemented to bring this potentially significant impact to nonsignificant levels. The MMP also describes the duration that the mitigation will be implemented for and includes the responsible parties for ensuring the success of the mitigation. The contractor will be responsible for implementation of the mitigation, and TTSA will be responsible for monitoring. The Regional Board is not responsible for implementation and monitoring of mitigation measures associated with this potentially significant impact.

21. Public Notification

The Regional Board has notified the Discharger and all known interested parties of its intent to adopt updated waste discharge requirements for the Facility.

22. Consideration of Public Comments

The Regional Board, in a public meeting, heard and considered all comments pertaining to the discharge.

IT IS HEREBY ORDERED that the Discharger shall comply with the following:

I. REVIEW PROCEDURES FOR NEW PROJECTS

- A. The TTSA shall submit to the Regional Board staff all projects which meet any of the following four criteria:
 1. Require a building permit
 2. Require a grading permit
 3. Have a soil disturbance of more than 1,000 square feet
 4. Propose soil disturbance within a stream environment zone
- B. No projects submitted for review per Review Procedure A. above may commence prior to the Executive Officer or the Regional Board approving the measures and facilities proposed for siltation and erosion control.

- C. During any emergency where the public health or welfare is threatened, the TTSA is authorized to take corrective action and shall use Best Management Practices for control of siltation and erosion as the situation demands; Regional Board staff shall be notified as soon as practical.

II. DISCHARGE SPECIFICATIONS

A. Effluent Limitations

1. The discharge to waters of the State shall not contain trace elements, pollutants, contaminants, or combinations thereof, in concentrations which are toxic to humans or to aquatic or terrestrial plant or animal life.
2. Treated wastewater made available for percolation shall not contain concentrations of parameters in excess of the following limits:

<u>Constituent</u>	<u>Effluent Limitations</u>	
	<u>Monthly average^a</u>	<u>Maximum^b</u>
Suspended Solids	10 mg/l	20 mg/l
Turbidity	---	10 NTU
Total Phosphorus	0.8 mg/l	1.5 mg/l
Chemical Oxygen Demand	45 mg/l	60 mg/l

^aThe "monthly average" is the arithmetic mean of measurements made during a month.

^bThe "daily maximum" is the highest daily 24-hour composite measurement during the monitoring period.

3. All treated wastewater made available for percolation shall have a dissolved oxygen concentration greater than 0.5 mg/l.
4. Treated wastewater made available for percolation shall have a total trihalomethanes concentration of less than 50 ppb, measured as an arithmetic mean of all samples taken during a calendar year.
5. Treated wastewater made available for percolation shall have a 7-day mean of no more than 23 total coliform organisms, and shall have a mean of any two consecutive samples of no more than 240 total coliform organisms.

6. Effective immediately and continuing until completion of the treatment plant expansion, or until completion of BNR for the existing rated capacity if expansion does not occur, treated wastewater made available for percolation shall not contain concentrations in excess of the following limits:

<u>Constituent</u>	<u>Effluent Limitations</u>	
	<u>Annual average^c</u>	<u>Maximum^b</u>
Total Dissolved Solids	600 mg/l	---
Chloride	200 mg/l	---

^bThe "daily maximum" is the highest daily 24-hour composite measurement during the monitoring period.

^cThe "Annual Average" is the arithmetic mean of all measurements made during a calendar year.

7. Effective immediately and continuing until four years after the completion of the treatment plant expansion, or until four years after the completion of BNR for the existing rated capacity if expansion does not occur, treated wastewater made available for percolation shall not contain concentrations in excess of the following limits:

<u>Constituent</u>	<u>Effluent Limitations</u>	
	<u>Monthly average^a</u>	<u>Maximum^b</u>
Total Nitrogen (as N)	9 mg/l	12 mg/l

^aThe "monthly average" is the arithmetic mean of measurements made during a month.

^bThe "daily maximum" is the highest daily 24-hour composite measurement during the monitoring period.

The TTSA shall use all existing wastewater treatment facilities capable of reducing the monthly average total nitrogen concentration below 9.0 mg/l in all treated wastewater made available for percolation. If objectionable alterations in the species composition of any surface waters occur in the biomass and/or objectionable alterations in the species composition of any surface waters occur as a result of percolating wastewater effluent, the TTSA shall reduce effluent nitrogen concentrations below the Effluent Limitation of 9.0 mg/l. The reduction shall be made within 30 days after being notified by the Regional Board.

B. Flow Limitations

1. Effective immediately, and continuing until the completion of the treatment plant expansion, the following flow limitations of the facility shall be effective:
 - a. From June 21 through September 21 of any year, the flow of wastewater to the treatment and disposal facilities during any seven (7) consecutive days shall not exceed an arithmetic average of 7.4 MGD.
 - b. The maximum instantaneous flow rate of wastewater through the treatment facilities shall not exceed 13.0 MGD.
2. Immediately after the completion of the treatment plant expansion, the following flow limitations of the facility shall be effective:
 - a. From June 21 through September 21 of any year, the flow of wastewater to the treatment and disposal facilities during any seven (7) consecutive days shall not exceed an arithmetic average of 9.6 MGD.
 - b. The maximum instantaneous flow rate of wastewater through the treatment facilities shall not exceed 15.4 MGD.
3. The TTSA and its member entities in the Lake Tahoe Basin shall not issue sewer connection permits to a new development unless the Regional Board has determined that the new development is consistent with the Lake Tahoe Basin Water Quality Plan. A determination by the TRPA of consistency can be relied upon by the TTSA and its member entities in the Lake Tahoe Basin unless the Regional Board specifies in writing otherwise. TTSA and its member entities in the Lake Tahoe Basin shall notify the Regional Board of any such determination made by the TRPA before issuing a sewer connection permit.
4. TTSA shall submit annual reports providing updated estimates of available sewage collection export and treatment capacity within its system. TTSA shall also submit in the same report, updated estimates of available sewage collection and export capacity within the individual systems of its member entities. These reports shall be submitted to the Regional Board not later than April 1 of each year, providing the following information for the previous calendar year:
 - a. The effective capacity of each key element of the collection, treatment, export and disposal systems.
 - b. Current high flows.

- c. An allocation of capacity among: (1) current users; (2) projects for which connection permits have been issued; (3) capacity currently used or to be reserved for public agencies; (4) projects for which will-serve letters or similar commitments have been issued; and (5) available capacity, listed in terms for total flow and single family dwelling unit equivalents. Available capacity is determined as the differences between items 1-4 and the effective capacity of the most limiting component of the wastewater system.
- d. The number of additional connection permits or service commitments to be issued in the coming year, and the flow projected from these units.
- e. The number of subdivided vacant residential, commercial or public service lots within its boundary which are not located in subdivisions where onsite domestic wastewater disposal has been approved indefinitely by all appropriate agencies.
- f. Any proposed actions, including time schedules and financial plans, which will provide increases in effective capacity.

C. Receiving Water Limitations

- 1. The discharge shall not cause the following receiving water limitations for the Truckee River Hydrologic Unit to be exceeded:

<u>Constituent</u>	<u>Units</u>	<u>Truckee River below Martis Cr ^{1/}</u>	<u>Truckee River at Stateline ^{1/}</u>
Total Dissolved Solids	mg/l	80	75
Chloride	mg/l	10	8
Sulfate	mg/l	5	5
Total Iron	mg/l	0.29	0.30
Nitrate Nitrogen	mg/l as N	0.20	0.08
Total Kjeldahl Nitrogen	mg/l as N	0.20	0.32
Total Nitrogen	mg/l as N	0.40	0.40
Total Phosphorus	mg/l as P	0.05	0.05
Boron	mg/l	---	1.0 ^{2/}

^{1/}Arithmetic mean of monthly means

^{2/}Maximum limitation

2. The discharge shall not cause the following receiving water limitations for Martis Creek to be exceeded:

<u>Constituent</u>	<u>Units</u>	<u>Mean</u> ^{3/}
Total Dissolved Solids	mg/l	150
Chloride	mg/l	25
Sulfate	mg/l	8
Total Iron	mg/l	0.40
Nitrate Nitrogen	mg/l as N	1.00
Total Kjeldahl Nitrogen	mg/l as N	0.45
Total Nitrogen	mg/l as N	1.45
Total Phosphorus	mg/l as P	0.05

^{3/} Arithmetic mean of monthly means

3. Effective immediately, and continuing for the life of the project, ground water containing treated wastewater which was made available for percolation (as measured at Well 31) shall not contain concentrations of parameters in excess of the following limits prior to entering Martis Creek and/or the Truckee River:

<u>Constituent</u>	<u>Effluent Limitations</u>	
	<u>Monthly average</u> ^a	<u>Maximum</u> ^b
Chemical Oxygen Demand	15 mg/l	40 mg/l
Un-ionized Ammonia (as N)	---	0.20 mg/l
Total Phosphorus (as P)	0.3 mg/l ^c	---
Fecal Coliform Bacteria	---	2.2 MPN/100 ml ^d

^aThe "monthly average" is the arithmetic mean of measurements made during a month.

^bThe "daily maximum" is the highest daily 24-hour composite measurement during the monitoring period.

^cAnnual Average

^d2.2 - mean of 7-day average

4. Effective immediately, and continuing for the life of the project, ground water containing treated wastewater which was made available for percolation (as measured at Well 31) shall have a pH of not less than 6.5 units nor greater than 8.5 units.
5. Beginning four years after completion of the treatment plant expansion, or four years after completion of BNR for the existing rated capacity if expansion does not occur, ground water containing treated wastewater which was made available for percolation (as measured at Well 31) shall not contain concentrations of total

for percolation (as measured at Well 31) shall not contain concentrations of total nitrogen in excess of the following limits prior to entering Martis Creek and/or the Truckee River:

Constituent	Monthly Average ^a	Daily maximum ^b
Total Nitrogen (as N)		
May 1-October 31	2.0 ^e	---
Annual Average (Jan 1-December 31)	3.0 ^e	---

^aThe "monthly average" is the arithmetic mean of measurements made during a month.

^bThe "daily maximum" is the highest daily 24-hour composite measurement during the monitoring period.

^eAverage of monthly averages for monitoring period. Note that in addition to the concentration requirements, the discharge shall not exceed the mass loading as shown below.

6. Effective immediately, and continuing for the life of the project, ground water containing treated wastewater which was made available for percolation (as measured at Well 31) shall not exceed the following mass loading prior to entering Martis Creek and/or the Truckee River:

Constituent	Mass Loading Limitation (lbs/day)
Total Phosphorus (as P)	24 lbs/day (12-month average) ^f
Total Nitrogen (as N)	
May 1- October 31	128 lbs/day (6-month average) ^f
Yearly Average	204 lbs/day (12-month average) ^f

^fAverage of monthly averages for six month period or for calendar year

7. On or before completion of the treatment plant expansion, or completion of BNR for the existing rated capacity if expansion does not occur, treated wastewater which was made available for percolation (as measured at Well 31) shall not exceed the following mass loadings prior to entering Martis Creek and/or the Truckee River:

Constituent	Mass Loading Limitation (lbs/day)
Total Dissolved Solids	AAF ^g x 415 mg/l x 8.345 (annual average)
Chloride	AAF ^g x 115 mg/l x 8.345 (annual average)

^gAAF = average annual flow

8. Beginning with completion of the treatment plant expansion, or with the completion of BNR for the existing rated capacity if expansion does not occur, and continuing for the next four years, ground water containing treated wastewater which was made available for percolation (as measured at Well 31) shall not exceed the following mass loading prior to entering Martis Creek and/or the Truckee River:

<u>Constituent</u>	<u>Mass Loading Limitation (lbs/day)</u>
Total Dissolved Solids	$AAF^g \times (35 \times (9.6 - M7DADF^h) / 2.2 + 360) \times 8.345$ or $AAF^g \times 395 \text{ mg/l} \times 8.345$, whichever is less (annual average)
Chloride	$AAF^g \times (15 \times (9.6 - M7DADF^h) / 2.2 + 100) \times 8.345$ or $AAF^g \times 115 \text{ mg/l} \times 8.345$, whichever is less (annual average)

^gAAF = average annual flow

^hM7DADF = maximum 7-day average dry weather flow

9. Beginning four years after completion of the treatment plant expansion, or four years after completion of BNR for the existing rated capacity if expansion does not occur, ground water containing treated wastewater which was made available for percolation (as measured at Well 31) shall not exceed the following mass loadings prior to entering Martis Creek and/or the Truckee River:

<u>Constituent</u>	<u>Mass Loading Limitation (lbs/day)</u>
Total Dissolved Solids	$AAF^g \times 360 \text{ mg/l} \times 8.345$ or 24,514, whichever is less (annual average)
Chloride	$AAF^g \times 100 \text{ mg/l} \times 8.345$ or 6,809, whichever is less (annual average)

^gAAF = average annual flow

10. Effective immediately and continuing throughout the life of the project, the discharge of treated wastewater effluent to ground waters shall not cause a violation of the following water quality objectives for waters of the Martis Valley Ground Water Basin:

- a. Tastes and Odors – The taste and odor of ground waters shall not be altered.
- b. Bacteria – In ground waters designated as MUN, the median concentration of coliform organisms over any seven-day period shall be less than 1.1/100 milliliters.
- c. Radioactivity – Ground waters designated as MUN shall not contain concentrations of radionuclides in excess of the limits specified in Table 4 of Section 64443 (Radioactivity) of Title 22 of the California Code of Regulations which is incorporated by reference into the Basin Plan. This incorporation-by-reference in prospective including future changes to the incorporated provisions as the changes take effect.
- d. Chemical Constituents – Ground waters designated as MUN shall not contain concentrations of chemical constituents in excess of the maximum contaminant level or secondary maximum contamination level based upon drinking water standards specified in the following provisions of Title 22 of The California Code of Regulations which are incorporated by reference into the Basin Plan: Table 64431-A of Section 64431 (Inorganic Chemicals), Table 64431-B of Section 64431 (Flouride), Table 64444-A of Section 64444 (Organic Chemicals, Contaminant Levels-Consumer Acceptance Limits), and Table 64449-B of Section 64449 (Secondary Maximum Contaminant Levels-Ranges). This incorporation-by-reference is prospective including future changes to the incorporated provisions as the changes take effect.

Ground waters designated as AGR shall not contain concentrations of chemical constituents in amounts that adversely affect the water for beneficial uses (i.e., agricultural purposes).

Ground waters shall not contain concentrations of chemical constituents in amounts that adversely affect the water for beneficial uses.

11. The operation of the facility shall not cause a violation of the following water quality objectives for surface waters of the Truckee River Hydrologic Unit:
 - a. Turbidity – The turbidity shall not be raised above 3 Nephelometric Turbidity Units (NTU) mean of monthly means. (This objective is approximately equal to the State of Nevada standard of 5 NTU sample mean).

- b. Floating Material – Waters shall not contain floating material, including solids, liquids, foams and scum, in concentrations that cause nuisance or adversely affect the water for beneficial uses.

For natural high quality waters, the concentrations of floating material shall not be altered to the extent that such alterations are discernable at the 10 percent significance level.

- c. Suspended Materials – Waters shall not contain suspended material in concentrations that cause a nuisance or adversely affect the beneficial uses.

For natural high quality waters, the concentrations of suspended material shall not be altered to the extent that such alterations are discernable at the 10 percent significance level.

- d. Settleable Material – Waters shall not contain substances in concentrations that result in deposition of material that causes nuisance or that adversely affects the water for beneficial uses. For natural high quality waters, the concentrations of settleable material shall not be raised by more than 0.1 milliliter per liter.

- e. Color – The color shall not exceed an eight (8) Platinum Cobalt Unit mean of monthly means (approximately equivalent to the State of Nevada standard of a twelve (12) Platinum Cobalt Unit sample mean).

- f. Tastes and Odors – The taste and odor shall not be altered.

- g. Algal Growth Potential – The mean monthly algal growth potential shall not be altered to the extent that such alterations are discernible at the 10 percent significance level. This objective does not apply to Martis Creek; however, nuisance and pollution levels of algal growth shall not be discernible at these stations.

- h. Biostimulatory Substances – The concentrations of biostimulatory substances shall not be altered in an amount that could produce an increase in aquatic biomass to the extent that such increases in aquatic biomass are discernible at the 10 percent significance level. See pg. 3-9 of Basin Plan for additional language.

- i. Species Composition – The species composition of aquatic organisms shall not be altered to the extent that such alterations are discernible at the 10 percent significance level. See pg. 3-9 of Basin Plan for additional language.

- j. pH – Changes in normal ambient pH levels shall not exceed 0.5 pH units.
- k. Dissolved Oxygen – The dissolved oxygen concentrations shall not be depressed by more than 10 percent, below 80 percent saturation, or below 7.0 mg/l, whichever is more restrictive.
- l. Bacteria – Waters shall not contain concentrations of coliform organisms attributable to anthropogenic sources, including human and livestock waste. The fecal coliform concentration during any 30-day period shall not exceed a log mean of 20/100 ml, nor shall more than 10 percent of all samples collected during any 30-day period exceed 40/100 ml.
- m. Temperature – The natural receiving water temperature shall not be altered unless it can be demonstrated to the satisfaction of the Regional Board that such an alteration in temperature does not adversely affect the water for beneficial uses.
- n. Toxicity – All waters shall be maintained free of toxic substances in concentrations that are toxic to, or that produce detrimental physiological responses in human, plant, animal or aquatic life.
- o. Pesticides – Pesticide concentrations, individually or collectively, shall not exceed the lowest detectable levels, using the most recent detection procedures available. There shall not be an increase in pesticide concentrations found in bottom sediments. There shall be no detectable increase in bioaccumulation of pesticides in aquatic life.

Waters designated as MUN shall not contain concentrations of pesticides or herbicides in excess of the limiting concentrations specified in Table 64444-A of Section 6444 (Organic Chemicals) of Title 22 of the California Code of Regulations which is incorporated by reference into the Basin Plan. This incorporation-by-reference is prospective including future changes to the incorporated provisions as the changes take effect.

Pesticides are defined here and in the Basin Plan to include insecticides, herbicides, rodenticides, fungicides, piscicides, and all other economic poisons. An economic poison is any substance intended to prevent, repel, destroy, or mitigate the damage from insects, rodents, predatory animals, bacteria, fungi or weeds capable of infesting or harming vegetation, humans or animals.

- p. Oil and Grease – Water shall not contain oils, greases, waxes or other materials in concentrations that result in a visible film or coating on

the surface of the water or on objects in the water, that cause nuisance, or that otherwise adversely affect the water for beneficial uses.

- q. Sediment – The suspended sediment load and suspended sediment discharge rate of surface waters shall not be altered in such a manner as to cause nuisance or adversely affect the water for beneficial uses.
- r. Radioactivity – Radionuclides shall not be present in concentrations which are deleterious to human, plant, animal, or aquatic life nor which result in the accumulation of radionuclides in the food web to an extent which presents a hazard to human, plant, animal, or aquatic life.

Waters designated as MUN shall not contain concentrations of radionuclides in excess of the limits specified in Table 4 of Section 64443 (Radioactivity) or Title 22 of the California Code of Regulations which is incorporated by reference into the Basin Plan. This incorporation-by-reference is prospective including future changes to the incorporated provisions as the changes take effect.

- s. Non-degradation of Aquatic Communities and Populations – All wetlands shall be free from substances attributable to wastewater or other discharges that produce adverse physiological responses in humans, animals, or plants; or which lead to the presence of undesirable or nuisance aquatic life. All wetlands shall be free from activities that would substantially impair the biological community as it naturally occurs due to physical, chemical and hydrological processes.
- t. Chlorine, Total Residual – For the protection of aquatic life, total chlorine residual shall not exceed either a median value of 0.002 mg/l or a maximum value of 0.003 mg/l. Median values shall be based on daily measurements taken within any six-month period.
- u. Chemical Constituents - Waters designated as MUN shall not contain concentrations of chemical constituents in excess of the maximum contaminant level or secondary maximum contamination level based upon drinking water standards specified in the following provisions of Title 22 of The California Code of Regulations which are incorporated by reference into the Basin Plan: Table 64431-A of Section 64431 (Inorganic Chemicals), Table 64431-B of Section 64431 (Flouride), Table 64444-A of Section 64444 (Organic Chemicals, Contaminant Levels-Consumer Acceptance Limits), and Table 64449-B of Section 64449 (Secondary Maximum Contaminant Levels-Ranges). This incorporation-by-reference is prospective

including future changes to the incorporated provisions as the changes take effect.

Waters designated as AGR shall not contain concentrations of chemical constituents in amounts that adversely affect the water for beneficial uses (i.e., agricultural purposes).

- v. Un-Ionized Ammonia - The neutral, un-ionized ammonia species (NH_3^0) is highly toxic to freshwater fish. The fraction of toxic NH_3^0 to total ammonia species ($\text{NH}_4^+ + \text{NH}_3^0$) is a function of temperature and pH. Tables 3-1 to 3-4 of the Basin Plan were derived from USEPA ammonia criteria for freshwater. Ammonia concentrations shall not exceed the values listed in these tables. For temperature and pH values not explicitly in these tables, the most conservative value neighboring the actual value may be used or criteria can be calculated from numerical formulas developed by the USEPA. Waters shall not contain concentrations of chemical constituents in amounts that adversely affect the water for beneficial uses.

D. Emergency Storage

1. The TTSA shall continue to provide emergency wastewater storage facilities capable of preventing treatment and disposal facility overloading or unauthorized discharges due to excessive flows or system breakdowns.
2. Emergency storage facilities shall have a capacity of at least 24 million gallons in addition to what is normally stored in the 15 million gallon emergency retention basin during routine treatment procedures.
3. Emergency storage facilities shall be sealed to prevent percolation of wastewater. The offsite ponds "A" and "B" have been lined with one foot of bentonite clay and shall be maintained as necessary to ensure the liner integrity.
4. All stored sewage shall be pumped to wastewater treatment and disposal facility.
5. The discharge of untreated or partially treated wastewater to emergency storage facilities is prohibited, except when any of the following conditions occur:
 - a. Loss of electrical power at the wastewater treatment facility.
 - b. Major equipment failure at the wastewater treatment facility.
 - c. Wastewater treatment process upset.

- d. Excessive infiltration/inflow into sewage facilities.
 - e. Any other emergency that could threaten the public health.
 - f. Implementing collection system, treatment plant and/or disposal system maintenance programs.
6. When additional emergency storage is determined to be necessary by the discharger, improvements shall be made to the offsite ponds to increase their storage capacity.

E. Full-Scale Effluent Spraying System

The discharger does not intend to operate a full-scale effluent spray irrigation system at this time. If the system is to be in operation, operations shall comply with the following requirements:

1. Before commencing operation of the effluent spray irrigation system, the Discharger shall install ground water monitoring wells and collect at least twelve months of monitoring data to characterize pre-project quality and water levels. The monitoring wells shall later be incorporated into the compliance monitoring program for the effluent spraying system.
2. At least 120 days prior to construction of the effluent spray irrigation system, the Discharger shall submit to Regional Board staff final plans, a program for initial start-up of the system and proposed modifications to the compliance monitoring program. The Executive Officer must approve these plans prior to construction of the system. The Monitoring program will be modified at that time.
3. Effluent shall not drift on to any access road.
4. Surface flow of effluent shall not migrate beyond the Discharger's property.
5. This office shall be notified at least 24 hours in advance of the beginning of each spraying season.
6. The effluent spraying system shall not result in a pollution or nuisance in either Martis Creek or the Truckee River.

F. Pretreatment of Industrial Wastewaters

1. The Discharger shall perform pretreatment functions, as described in 40 CFR Part 403, to include the following:
 - a. Implement the necessary legal authorities as provided for in 40 CFR 403.8 (f)(1).

- b. Establish a waste hauler permit system that regulates waste haulers discharging to the TTSA treatment plant, to be approved by the Executive Officer.
 - c. Develop a local pretreatment program, according to 40 CFR 403.5, to include the following minimum requirements:
 - (1) Conduct an industrial waste survey to identify all industrial dischargers that might be subject to the pretreatment program.
 - (2) Determine the character and volume of pollutants contributed to the TTSA facility by these industries.
 - (3) Conduct a technical evaluation to determine the maximum allowance treatment plant headworks (influent) loading for at least cadmium, chromium, copper, lead, nickel, and zinc.
 - (4) Identify any additional pollutants of concern.
 - (5) Implement a system to assure these loadings will not be exceeded.
 - d. Perform ongoing industrial inspections and monitoring as necessary to ensure compliance with any applicable pretreatment regulations.
2. The Discharger shall submit annually a report to the Regional Board describing the Discharger's pretreatment activities over the previous twelve months. In the event that the Discharger is not in compliance with any conditions or requirements of this Board Order, then the Discharger shall also include the reasons for non-compliance and state how and when the Discharger shall comply with such conditions and requirements. This annual report is due on July 1 of each year and shall contain, but not be limited to, the attached Appendix "A" titled, "Requirements for Pretreatment Annual Report", which becomes a part of this Order.

G. Best Management Practices

1. Prior to any disturbance of existing soil conditions, the Discharger shall install temporary erosion control facilities to prevent transport of eroded earthen materials and other wastes off the property.
2. Vehicle use shall be prevented in unpaved areas not subject to construction.
3. There shall be no significant modification of existing drainage ways or existing stream channel geometry except for the purpose of stabilization or enhancement of water quality improvement effects. All modifications of the

bed, channel, or bank of a stream require a prior written agreement with the California Department of Fish and Game.

4. All soil disturbance activities shall cease and temporary erosion control measures immediately installed if adverse weather conditions threaten the transport of disturbed soils from the project site.
5. All disturbed areas shall be adequately restabilized or revegetated. Revegetated areas shall be continually maintained until vegetation becomes established.
6. Stormwater runoff collection, pretreatment, and/or infiltration disposal facilities shall be designed, installed, and maintained to preclude a discharge of stormwater runoff for at least a 20-year 1-hour design storm (approximately 0.75" of rainfall) from all impervious surfaces. If site conditions do not allow for adequate on-site disposal, all site runoff must be treated to meet Effluent Limitations and the Receiving Water Limitations.
7. Stormwater runoff in excess of the design storm shall only be discharged to a storm drain or stabilized drainage, and must meet the Effluent Limitations
8. Surface flows from the project site shall be controlled so as to not cause downstream erosion at any point.
9. Stormwater runoff handling and disposal facilities shall be cleaned and renovated annually.
10. All disturbed soils and surplus waste earthen materials shall be removed from the project site and deposited only at a legal point of disposal, or restabilized on-site in accordance with erosion control plans previously reviewed by the Executive Officer.
11. At no time shall waste earthen materials be placed in surface water drainage courses, or in such a manner as to allow the discharge of such matter to adjacent undisturbed land or to any surface water drainage course.
12. All loose piles of soil, silt, clay, sand, debris or other earthen material shall be protected in a reasonable manner to prevent any discharge to waters of the state.
13. Any dewatering of trenches shall be done in a manner so as to eliminate the discharge of soil, silt, clay, sand or other waste earthen materials from the site to nearby surface waters.
14. Any damage or break in existing water or sewer lines shall be repaired as soon as possible and measures must be implemented to prevent erosion or sedimentation into any drainage way.

15. Fresh concrete or grout shall not be allowed to contact or enter surface waters.
16. The Discharger shall immediately clean up and transport to a legal site any spilled petroleum products to the maximum extent practicable.

H. General Requirements and Prohibitions

1. There shall be no discharge, bypass or diversion of raw or partially treated sewage, sewage sludge, grease, or oils from the transport, storage, treatment or disposal facilities to adjacent land areas or surface waters.
2. The discharge of wastewater except to the designated disposal sites is prohibited.
3. All facilities used for transport, storage, treatment, or disposal of waste shall be adequately protected against overflow, washout or inundation from a storm or flood having a recurrence interval of once in 100 years.
4. All waste organic and chemical sludges shall only be discharged at a legal point of disposal.
5. Where any numeric or narrative water quality objective contained in the Basin Plan is already being violated, the discharge of waste which causes further degradation or pollution is prohibited.
6. The surfacing of wastewater effluent at the designated subsurface disposal site, or within a 50-foot wide zone surrounding the designated subsurface disposal site, is prohibited. This prohibition does not apply to the surfacing of wastewater effluent encountered outside the 50-foot wide zone surrounding the designated subsurface disposal site. This prohibition also does not apply to maintenance activities authorized by this Board Order that are located on the designated subsurface disposal site or within the 50-foot wide zone surrounding the designated subsurface disposal site. All other activities proposed within the designated subsurface disposal site or within the 50-foot wide zone surrounding the designated subsurface disposal site, which may encounter wastewater effluent, shall be submitted for review by Regional Board staff and approval by the Executive Officer.
7. Neither the treatment nor the discharge shall cause a pollution or nuisance as defined in Section 13050 of the California Water Code, or a threatened pollution.

III. PROVISIONS

A. Rescission of Board Order No. 6-90-27

Board Order No. 6-90-27 and Board Order 6-90-27A1 are hereby rescinded.

B. Monitoring and Reporting

Pursuant to Section 13267(b) of the California Water Code, the Discharger shall comply with Monitoring and Reporting Program No. 2002-(TENTATIVE).

C. Standard Provisions

The Discharger must comply with the "Standard Provisions for Waste Discharge Requirements", included in Attachment "B", which is made part of this order.

D. Right to Revise Waste Discharge Requirements

In accordance with Section 13263(e) of the California Water Code, the Regional Board reserves the right to review and revise all or any portion of these waste discharge requirements. Such action may be initiated on the Regional Board's own motion or in response to an application by any person affected by the discharge, for good cause, including the possibility that land uses in the area may change.

E. Wastewater Treatment Plant Operator Certificate

The Discharger's wastewater treatment plant shall be supervised by persons possessing a wastewater treatment plant operator certificate of appropriate grade pursuant to Chapter 3, Subchapter 14, Title 23, California Code of Regulations.

F. Addition of Biological Nitrogen Removal

TTSA shall initiate construction of full Biological Nitrogen Removal (BNR) for the existing rated capacity of 7.4 mgd by June 15, 2004, if the plant expansion is delayed or abandoned; provided that a total grant of \$11.6 million has been committed and made available to TTSA by the State of California for this purpose. The BNR process shall be designed for maximum practicable nitrogen reduction, independent of additional removals that can be achieved in the soil aquifer treatment (SAT) system. Operational measures shall be employed to maximize the overall performance of the BNR and SAT systems in concert with one another, to minimize nitrogen discharged to the Truckee River.

G. Martis Creek Watershed Phosphorus Study

Prior to **January 1, 2003**, the Discharger shall submit a workplan for a study to identify existing and future sources of phosphorus within the Martis Creek watershed, potential control measures that could be implemented, and a monitoring plan to

evaluate the effect of such control measures upon Martis Creek throughout its watershed. The workplan shall describe the study and include a time schedule for its completion by June 30, 2004. Though the study will involve and require the participation of other public agencies and private entities, the Discharger shall provide funding for and ensure the completion of the study.

H. Sewage Overflow Preventative Maintenance and Spill Response Programs

Member entities of the TTSA in the Lake Tahoe Basin shall develop sewage overflow preventative maintenance and spill response programs as specified in their waste discharge requirements. The TTSA shall maintain and update as necessary a sewage overflow preventative maintenance and spill response program for interceptor sewerlines which it maintains. The program for the interceptor shall be updated, and resubmitted to the Board for review and approval, at least once every three years, with the next report due no later than January 1, 2003.

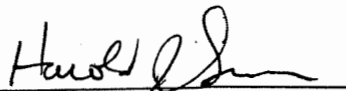
I. Toxic Effluent Standards and Prohibitions

If a toxic effluent standard or prohibition (including any schedule of compliance specified in such effluent standard or prohibition) is established under Section 307(a) of the Federal Water Pollution Control Act or amendments thereto, for toxic pollutants contained in wastewater, the Board may revise or modify this Order in accordance with such toxic pollutant guidelines and so notify the discharger.

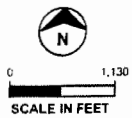
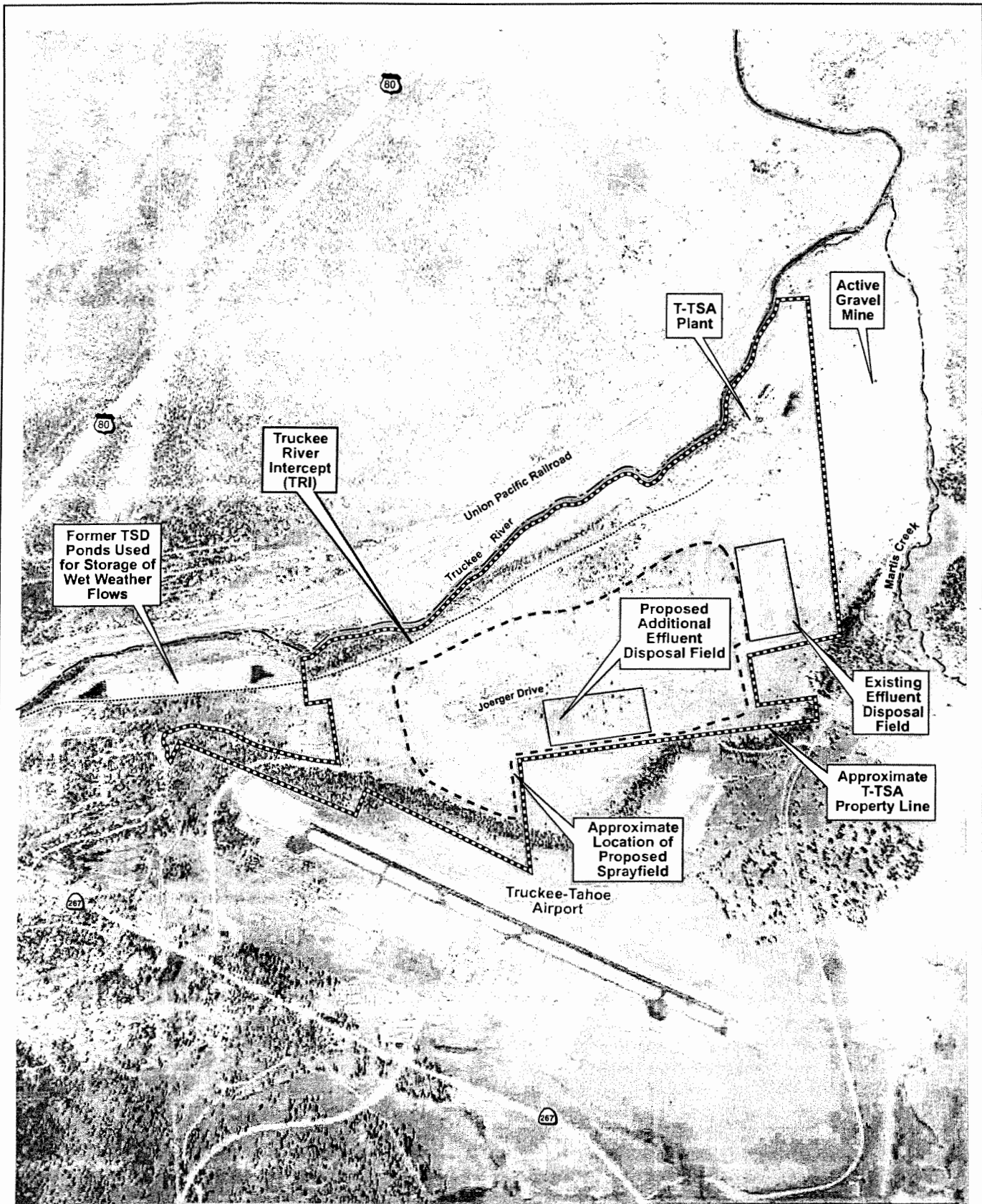
J. Required Connection to Sewer System in Lake Tahoe Basin

Member entities of the TTSA in the Lake Tahoe Basin shall continue to require the connection to the sewer system of any building from which waste is discharged, in accordance with Section 13950 of the California Water Code and as specified in their respective waste discharge requirements.

I, Harold J. Singer, Executive Officer, do hereby certify that the foregoing is a full, true, and correct copy of an Order adopted by the California Regional Water Quality Control Board, Lahontan Region, on May 9, 2002.


HAROLD J. SINGER
EXECUTIVE OFFICER

Attachment: A. Location Map
B. Standard Provisions for Waste Discharge Requirements



Attachment A
Location of Existing and Proposed Facilities
 Tahoe-Truckee Sanitation Agency
 Martis Valley Wastewater Treatment Plant

CH2MHILL

ATTACHMENT "B"

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

STANDARD PROVISIONS
FOR WASTE DISCHARGE REQUIREMENTS

1. Inspection and Entry

The discharger shall permit Regional Board staff:

- a. to enter upon premises in which an effluent source is located or in which any required records are kept;
- b. to copy any records relating to the discharge or relating to compliance with the waste discharge requirements;
- c. to inspect monitoring equipment or records; and
- d. to sample any discharge.

2. Reporting Requirements

- a. Pursuant to California Water Code 13267(b), the discharger shall immediately notify the Regional Board by telephone whenever an adverse condition occurred as a result of this discharge; written confirmation shall follow within two weeks. An adverse condition includes, but is not limited to, spills of petroleum products or toxic chemicals, or damage to control facilities that could affect compliance.
- b. Pursuant to California Water Code Section 13260 (c), any proposed material change in the character of the waste, manner or method of treatment or disposal, increase of discharge, or location of discharge, shall be reported to the Regional Board at least 120 days in advance of implementation of any such proposal. This shall include, but not be limited to, all significant soil disturbances.
- c. The owner(s) of, and discharger upon, property subject to waste discharge requirements shall be considered to have a continuing responsibility for ensuring compliance with applicable waste discharge requirements in the operations or use of the owned property. Pursuant to California Water Code Section 13260(c), any change in the ownership and/or operation of property subject to the waste discharge requirements shall be reported to the Regional Board. Notification of applicable waste discharge requirements shall be furnished in writing to the new owners and/or operators and a copy of such notification shall be sent to the Regional Board.
- d. If a discharger becomes aware that any information submitted to the Regional Board is incorrect, the discharger shall immediately notify the Regional Board, in writing, and correct that information.

- e. Reports required by the waste discharge requirements, and other information requested by the Regional Board, must be signed by a duly authorized representative of the discharger. Under Section 13268 of the California Water Code, any person failing or refusing to furnish technical or monitoring reports, or falsifying any information provided therein, is guilty of a misdemeanor and may be liable civilly in an amount of up to one thousand dollars (\$1000) for each day of violation.
- f. If the discharger becomes aware that their waste discharge requirements are no longer needed (because the project will not be built or the discharge will cease) the discharger shall notify the Regional Board in writing and request that their waste discharge requirements be rescinded.

3. Right to Revise Waste Discharge Requirements

The Board reserves the privilege of changing all or any portion of the waste discharge requirements upon legal notice to and after opportunity to be heard is given to all concerned parties.

4. Duty to Comply

Failure to comply with the waste discharge requirements may constitute a violation of the California Water Code and is grounds for enforcement action or for permit termination, revocation and reissuance, or modification.

5. Duty to Mitigate

The discharger shall take all reasonable steps to minimize or prevent any discharge in violation of the waste discharge requirements which has a reasonable likelihood of adversely affecting human health or the environment.

6. Proper Operation and Maintenance

The discharger shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) that are installed or used by the discharger to achieve compliance with the waste discharge requirements. Proper operation and maintenance includes adequate laboratory control, where appropriate, and appropriate quality assurance procedures. This provision requires the operation of backup or auxiliary facilities or similar systems that are installed by the discharger, when necessary to achieve compliance with the conditions of the waste discharge requirements.

7. Waste Discharge Requirement Actions

The waste discharge requirements may be modified, revoked and reissued, or terminated for cause. The filing of a request by the discharger for waste discharge requirement

modification, revocation and reissuance, termination, or a notification of planned changes or anticipated noncompliance, does not stay any of the waste discharge requirements conditions.

8. Property Rights

The waste discharge requirements do not convey any property rights of any sort, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of federal, state or local laws or regulations.

9. Enforcement

The California Water Code provides for civil liability and criminal penalties for violations or threatened violations of the waste discharge requirements including imposition of civil liability or referral to the Attorney General.

10. Availability

A copy of the waste discharge requirements shall be kept and maintained by the discharger and be available at all times to operating personnel.

11. Severability

Provisions of the waste discharge requirements are severable. If any provision of the requirements is found invalid, the remainder of the requirements shall not be affected.

12. Public Access

General public access shall be effectively excluded from treatment and disposal facilities.

13. Transfers

Providing there is no material change in the operation of the facility, this Order may be transferred to a new owner or operation. The owner/operator must request the transfer in writing and receive written approval from the Regional Board Executive Officer.

14. Definitions

- a. "Surface waters" as used in this Order, include, but are not limited to, live streams, either perennial or ephemeral, which flow in natural or artificial water courses and natural lakes and artificial impoundments of waters. "Surface waters" does not include artificial water courses or impoundments used exclusively for wastewater disposal.
- b. "Ground waters" as used in this Order, include, but are not limited to, all subsurface waters being above atmospheric pressure and the capillary fringe of these waters.

15. Storm Protection

All facilities used for collection, transport, treatment, storage, or disposal of waste shall be adequately protected against overflow, washout, inundation, structural damage or a significant reduction in efficiency resulting from a storm or flood having a recurrence interval of once in 100 years.



CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

MONITORING AND REPORTING PROGRAM NO. 2002-0030
FOR

RECEIVED

TAHOE-TRUCKEE SANITATION AGENCY
MARTIS VALLEY WASTEWATER TREATMENT PLANT AND
ASSOCIATED MAINTENANCE PROJECTS

MAY 16 2002
Tahoe-Truckee Sanitation Agency

Nevada County

This monitoring and reporting program includes five areas of monitoring:

1. Water rights monitoring
2. Collection system flow monitoring
3. Plant influent and effluent monitoring
4. Receiving waters monitoring; both ground and surface waters
5. Maintenance projects monitoring.

This program shall take effect immediately.

WATER RIGHTS MONITORING

MONITORING

The Tahoe-Truckee Sanitation Agency (TTSA) shall provide annual reports on the total monthly water use within the water service district boundaries of member entities in the Lake Tahoe Basin for the prior calendar year. These reports shall include the following information on a monthly basis:

1. Total water diversion for use (MG)
2. Number and Type of water users served by each water system or subsystem
3. Unit water use rates (gpd)

These reports shall include all water use within the member entities water service areas, for purposes of municipal use, domestic use, agricultural use, irrigation use, and industrial use, excepting use on federal and state owned lands. The data provided in these reports shall be based on direct measurements to the greatest extent practicable, but may rely upon estimating techniques such as those employed in the State Water Resources Control Board's "Report on Water Use and Water Rights, Lake Tahoe Basin" or other similar methods.

REPORTING

The Discharger shall submit annual monitoring reports not later than June 15th for the previous calendar year. The first such report shall be due not later than June 15, 2002. In reporting the data, the Discharger shall arrange the data such that the diversion, period of diversion, amounts, numbers of users, and rate of use are readily discernible.

FLOW MONITORING WITHIN COLLECTION SYSTEM

FLOW MEASUREMENT

Flow monitoring of member districts shall be initiated immediately upon connection of each district to regional system. Flow meters capable of accurately measuring flow shall be installed at all points where an individual district discharges to the regional interceptor.

Flow shall be monitored for:

1. Total daily flow (MG)
2. Daily peak flow rate (MGD)

The Truckee River Canyon is exempt for individual flow monitoring requirements.

CALIBRATION

Each meter shall be calibrated semi-annually under the supervision of a registered civil engineer and the report of the calibration shall be prepared by him/her and submitted within 15 days after calibration.

REPORTING

The Discharger shall submit monthly monitoring reports no later than the 15th day following each monthly monitoring period. The Discharger shall: (1) compute a running seven-day average flow, (2) identify the maximum daily flow and its date, and (3) identify the peak flow rate and its date. In reporting the data, the Discharger shall arrange the data such that the subject district, date, and flow are readily discernible.

TREATMENT PLANT MONITORING

Treatment plant monitoring will consist of measurement of influent flow and composition and detailed analyses of effluent quality.

FLOW MONITORING

A flow meter capable of accurately measuring influent shall be installed downstream of all significant wastewater contributors and above the first unit operation of the treatment plant. The calibration requirements noted in "Collection System Flow Monitoring" above shall apply to this meter also.. Additional accurate flow meters shall be installed as appropriate to enable flow measurement within the treatment plant. The following flows shall be monitored:

1. Total daily influent flow (MG)
2. Peak daily influent flow rate (MGD)
3. Total daily flow of effluent to disposal site (MG)
4. Total daily flow to emergency retention basin (MG)

5. Total daily flow from emergency retention basin to the treatment works (MG)
6. Total daily flow (MG) to and from the emergency storage facilities.

INFLUENT MONITORING

Influent samples shall be collected at the headworks of the plant prior to any treatment process. The following shall constitute the program for monitoring of influent water quality:

Parameter	Units	Sample Type	Frequency
Influent COD	mg/l	24-hour composite	2/week ^{1/}
Influent Total Suspended Solids	mg/l	24-hour composite	2/week ^{1/}
Influent BOD ₅	mg/l	24-hour composite	Weekly ^{2/}
Influent Total Nitrogen	mg/l	24-hour composite	Weekly ^{2/}
Influent Total Phosphorus	mg/l	24-hour composite	Weekly

EFFLUENT MONITORING

Effluent samples shall be collected at the effluent sampler on the effluent line. The following shall constitute the program for monitoring of effluent water quality:

Parameter	Units	Sample Type	Frequency
Turbidity	NTU (range of values)	Continuous ^{2,3/}	---
pH	pH Units	Continuous ^{4/}	---
Chlorine Residual	mg/l (range of values)	Continuous ^{4/}	---
Temperature	°C	Grab	Daily
Turbidity	NTU	24-hour composite	Daily
Dissolved Oxygen	mg/l	Grab	Daily
Total Coliform Organisms	MPN/100 ml or MPC/100 ml	Grab	Daily
COD	mg/l	24-hour composite	2/week
Total Organic Carbon	mg/l	24-hour composite	2/week
Total Phosphorus	mg/l-P	24-hour composite	2/week
Nitrate	mg/l	24-hour composite	3/week
Total Kjeldahl-N	mg/l-N	24-hour composite	3/week
Total Suspended Solids	mg/l	24-hour composite	Weekly
Alkalinity	mg/l CaCO ₃	Grab ^{3/}	Weekly
Chlorine Residual	mg/l	Grab	Weekly
Chloride	mg/l	24-hour composite	Weekly
Trihalomethanes	mg/l	24-hour composite	Quarterly
Phenols	mg/l	24-hour composite	Quarterly
Sulfate	mg/l	24-hour composite	Quarterly
Total Dissolved Solids	mg/l	24-hour composite	Quarterly
Sodium	mg/l	24-hour composite	Quarterly
Calcium	mg/l	24-hour composite	Quarterly
Iron	mg/l	24-hour composite	Quarterly

Arsenic	mg/l	24-hour composite	Annually
Barium	mg/l	24-hour composite	Annually
Boron	mg/l	24-hour composite	Annually
Cadmium	mg/l	24-hour composite	Annually
Hexavalent Chromium	mg/l	24-hour composite	Annually
Lead	mg/l	24-hour composite	Annually
Selenium	mg/l	24-hour composite	Annually
Silver	mg/l	24-hour composite	Annually
Copper	mg/l	24-hour composite	Annually
Manganese	mg/l	24-hour composite	Annually
Zinc	mg/l	24-hour composite	Annually
Nickel	mg/l	24-hour composite	Annually
Strontium	mg/l	24-hour composite	Annually
Magnesium	mg/l	24-hour composite	Annually

^{1/} Every Sunday and Wednesday

^{2/} Alternating Sunday and Wednesday

^{3/} May be taken at overflow from second stage recarbonation basin

^{4/} Use of continuous recording probe is essential

^{5/} Sample may be taken prior to chlorination

MASS LOADS

The Discharger shall calculate for each calendar year total annual mass loads for the following constituents discharged from the treatment plant:

1. Total Dissolved Solids
2. Chloride
3. Total Phosphorus (as P)
4. Total Nitrogen (as N)
5. Total Nitrogen (as N), mass load for period May 1 through October 31

REPORTING

The Discharger shall submit monthly monitoring reports not later than the 15th day of the following month. Each report shall contain the results of appropriate daily, weekly, quarterly, or annual sampling as noted above. Turbidity and pH shall be reported in terms of a daily range of values. The Discharger shall compute and report the 30-day monthly mean and the monthly maximum value for those parameters listed in Section II.A.2 of Board Order No. R6T-2002-(PROPOSED). In reporting the data, the Discharger shall arrange the parameter name, units, date, measured value and computed value so as to be readily discernible and clearly illustrate compliance.

RECEIVING WATER MONITORING

SURFACE WATERS

Station Code^{7/}

T-1

Description^{8/}

Near Polaris; N614, 240, E2, 527, 680

T-2	Just above old Highway 40 bridge; N619, 620, E2, 531, 800
T-3	Just above California-Nevada State Line
M-1	Below dam and above influence of TTSA discharge
M-2	Just above confluence with Truckee River, N16, 360, E2, 535, 280

^{7/} T=Truckee River Station, M= Martis Creek Station

^{8/} Coordinates based on California Grid

All samples shall be grab samples and shall be taken in accordance with the following schedule for Martis Creek and the Truckee River:

Parameter	Units	Station	Frequency
Temperature	°C	All Stations	2/month
Nitrate	mg/l as N	All Stations	2/month
Total Kjeldahl-N	mg/l as N	All Stations	Monthly
Total Phosphorus	mg/l as P	All Stations	Monthly
Ortho-phosphate	mg/l as P	All Stations	Monthly
Total Coliforms	MPN/100ml or MPC/100ml	All Stations	Monthly ^{9/}
Fecal Coliforms	MPN/100ml or MPC/100ml	All Stations	Monthly
Total Iron	mg/l	All Stations	Monthly
Dissolved Oxygen	mg/l	All Stations	Monthly
Alkalinity	mg/l CaCO ₃	All Stations	Monthly
pH	pH units	All Stations	Monthly
Dissolved Organic Carbon	mg/l	All Stations	Monthly
Chloride	mg/l	All Stations	Monthly
Total Dissolved Solids		All Stations	Monthly
Un-Ionized Ammonia	mg/l as N	All Stations	Quarterly
Trihalomethanes	mg/l	T-2, T-3, M-2	Quarterly
Periphyton	gr. dry wt./m ² and gr. Ash free dry wt./m ²	All Stations	2/month (May-Oct)
Periphyton	percent composition ^{10/}	All Stations	2/month (May-Oct)
Benthic Invertebrates ^{11/}	numbers	All Stations	Monthly (June-Oct)

^{9/} 2/week during any period when emergency storage facilities contain sewage

^{10/} Relative percentages (from cell counts) of algae in major groups [Chlorophyta, Chrysophyta

(separate diatoms from other Chrysophyta), Cyanophyta]

^{11/} Invertebrates to be identified to phylum level (insects to order level). Number of individuals/m² in each group to be reported. Insect diversity to be computed based on numbers of individuals in each order.

GROUND WATERS

FINAL MONITORING AT WELL MG-5-TO

Samples of ground water containing treated effluent shall be collected at monitoring well MG-5-TO (Well 31). The following shall constitute the program for monitoring of ground water containing treated effluent at Well MG-5-TO:

<u>Parameter</u>	<u>Units</u>	<u>Sample Type</u>	<u>Frequency</u>
Static Water Level	feet MSL	---	Weekly
COD	mg/l	grab	Weekly
Total Organic Carbon	mg/l	grab	Weekly
Nitrate Nitrogen	mg/l as N	grab	Weekly
Total Kjeldahl-N	mg/l as N	grab	Weekly
Un-ionized Ammonia	mg/l as N	grab	Weekly
Total Phosphorus	mg/l as P	grab	Weekly
Total Fecal Coliform	MPN/100 ml	grab	Weekly
Chlorine Residual	mg/l	grab	Weekly
Chloride	mg/l	grab	Weekly
pH	pH units	grab	Weekly
Alkalinity	mg/l as CaCO ₃	grab	Weekly
Temperature	o C	grab	Weekly
Total Dissolved Solids	mg/l	grab	Weekly
Trihalomethanes	mg/l	grab	Quarterly
Purgeable Halocarbons ^{14/}	ug/l	grab	Annually
Purgeable Aromatics ^{15/}	ug/l	grab	Annually

ADDITIONAL GROUND WATER MONITORING

The following additional ground water monitoring sampling stations are to be maintained:

<u>Station Code</u> ^{12/}	<u>Location</u> ^{13/}
MG-1-TO	East edge of disposal area 17N/17E-7R1M (Well 20)
MG-1-TF	East edge of disposal area 17N/17E-7R1M (Well 1)
MG-2-TO	Martis Valley near Martis Creek, 17N/17E-7J1M (Toups Well)
MG-2-TF	Martis Valley near Martis Creek, 17N/17E-7J1M (Well 23)
MG-4-TO	Martis Valley near Martis Creek, 17N/17E-8F1 (Well 36)
MG-5-TO	Martis Valley near Truckee River, 17N/17ESN1 (Well 31)
MG-6-TO	Martis Valley near Truckee River, 17N/17E (Well 25)
MG-6-TF	Martis Valley near Truckee River, 17N/17E (Well 26)
MG-7-TO	Martis Valley near Martis Creek, 17N/17E (Well 34)
Upgradient	A specific upgradient well site (Well 24)

^{12/}MG=Martis Valley ground water body; TO= Tahoe Outwash; TF=Truckee Formation

^{13/}Well Location System, U.S. Geological Survey

For those monitoring wells with suffix "TO", the casing shall only extend to a depth at which the top of the Truckee Formation is encountered and shall be perforated to within 20 feet of the ground surface.

For those monitoring wells with the suffix "TF", the casing shall extend to at least 20 feet below the first clay layer encountered below the Tahoe Outwash and shall be sealed above this depth and perforated below. Exact casing and perforation depths shall be determined in the field by a registered civil engineer or a certified engineering geologist. Well construction shall conform to applicable ordinances of the County of Nevada and *Water Well Standards for the State of California* (DWR Bulletin No. 74).

Sampling of the wells shall be conducted by drawing the appropriate sample volume from the upper 3 feet of ground water encountered in each well.

All samples shall be grab samples and shall be drawn according to the following schedules:

Sampling of Stations MG-1-TO, MG-2-TO, MG-4-TO, MG-6-TO AND MG-7-TO

<u>Parameter</u>	<u>Units</u>	<u>Frequency</u>
Static Water Level	feet MSL	Monthly
Nitrate Nitrogen	mg/l as N	Monthly
Total Kjeldahl Nitrogen	mg/l as N	Monthly
Total Phosphorus	mg/l as P	Monthly
Total Organic Carbon	mg/l	Monthly
pH	pH units	Monthly
Temperature	°C	Monthly
Chloride	mg/l	Monthly
Total Dissolved Solids	mg/l	Monthly
Alkalinity	mg/l as CaCO ₃	Quarterly
Trihalomethanes	mg/l	Quarterly
Un-Ionized Ammonia	mg/l as N	Quarterly
Total Fecal Coliforms	MPN/100ml or MFC/100ml	Semi-annually (Sta. MG-1-TO and MG-2-TO)
Purgeable Halocarbons ^{14/}	ug/l	Annually
Purgeable Aromatics ^{15/}	ug/l	Annually

^{14/}EPA method 601 for samples from wells MG-1-TO, MG-2-TO and the designated upgradient well

^{15/}EPA method 602 plus xylene for samples from wells MG-1-TP, MT-2-TO and the designated upgradient well

MG-1-TO, MG-2-TO

Sampling of Stations MG-1-TF, MG-2-TF and MG-6-TF

<u>Parameter</u>	<u>Units</u>	<u>Frequency</u>
Static Water Level	feet MSL	Monthly
Nitrate	mg/l as N	Semi-annually
Total Organic Carbon	mg/l	Semi-annually
PpH	pH units	Semi-annually

Temperature	°C	Semi-annually
Chloride	mg/l	Semi-annually
Total Dissolved Solids	mg/l	Semi-annually
Trihalomethanes	mg/l	Semi-annually
Total Fecal Coliform	MPN/100ml or MFC/100ml	Semi-annually

REPORTING

Monthly monitoring reports shall be submitted by the Discharger not later than the 15th day of the following month. In reporting the data, the Discharger shall arrange the data such that the station code, date, measured value, and applicable standard are clearly discernible.

MAINTENANCE PROJECTS

POST-CONSTRUCTION PHASE

An inspection of all maintenance project sites shall be made by the Discharger twice each year, about every six months when not covered by snow. The purpose of these inspections is to discover potential erosion and surface runoff problems on project sites so that corrective measures may be immediately undertaken.

Any erosion or surface runoff problems found as a result of these inspections shall be clearly described and the corrective measures proposed by the Discharger shall be included in the monitoring report. In the event that no such problems are found on the subject property, a statement certifying this condition must be included for each semiannual inspection.

GENERAL

1. The Discharger shall comply with "General Provisions for Monitoring and Reporting", dated September 1, 1994, which is attached to and made a part of this Monitoring and Reporting Program.
2. All analyses shall be performed in accordance with the latest edition of *Standard Methods for the Examination of Water and Wastewater* or the *Manual of Methods for Chemical Analysis for Water and Waste* unless otherwise noted, in a laboratory certified to perform such analyses by the California Department of Health, or approved by the Executive Officer.
3. In monthly monitoring reports, the Discharger shall note and explain any unusual occurrence such as failure to any treatment unit or non-compliance with any waste discharge requirement, effluent limitations or receiving water limitation.
4. The February monitoring report of each year shall include trend analyses for the previous calendar year and a comparison of annual means (mean of monthly means) with annual means from previous years to extend back to pre-discharge. Trend analyses will be provided for all surface water parameters at all surface water stations. The trend analyses for

ground waters will be performed for all ground water parameters at wells MG-2, MG-4 and 5-TO. The trend analysis shall include an assessment of any changes to ground water flow direction and gradients, and a discussion of seasonal, spatial and temporal trends if any. If appropriate to make the information understandable, this report shall include summary data tables, graphs, maps of constituent levels and appended analytical reports. The report shall identify any violation of permit limitations shown by this data. Additionally, trend analysis shall be provided to reflect the changes in monthly and annual mean flows through the plant and from each member entity.

5. All monitoring reports will be reviewed and signed by a registered civil engineer who is routinely responsible for conducting this Monitoring and Reporting Program.
6. A detailed QA/QC program shall be established to include, but not be limited to, duplicate analysis, split sample analysis by an alternative laboratory and an analysis of spike samples. Details and results of the QA/QC program shall be reported annually with the first report due by July 1, 2002.

Ordered by:  Dated May 8, 2002
HAROLD J. SINGER
EXECUTIVE OFFICER

Attachments: A. General Provisions for Monitoring and Reporting
B. Map of Monitoring Locations

TJP/cgT: TTSA2002PROP.MRP

ATTACHMENT "A"
CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD
LAHONTAN REGION

GENERAL PROVISIONS
FOR MONITORING AND REPORTING

1. **SAMPLING AND ANALYSIS**

- a. All analyses shall be performed in accordance with the current edition(s) of the following documents:
 - i. Standard Methods for the Examination of Water and Wastewater
 - ii. Methods for Chemical Analysis of Water and Wastes, EPA
- b. All analyses shall be performed in a laboratory certified to perform such analyses by the California State Department of Health Services or a laboratory approved by the Regional Board Executive Officer. Specific methods of analysis must be identified on each laboratory report.
- c. Any modifications to the above methods to eliminate known interferences shall be reported with the sample results. The methods used shall also be reported. If methods other than EPA-approved methods or Standard Methods are used, the exact methodology must be submitted for review and must be approved by the Regional Board Executive Officer prior to use.
- d. The discharger shall establish chain-of-custody procedures to insure that specific individuals are responsible for sample integrity from commencement of sample collection through delivery to an approved laboratory. Sample collection, storage, and analysis shall be conducted in accordance with an approved Sampling and Analysis Plan (SAP). The most recent version of the approved SAP shall be kept at the facility.
- e. The discharger shall calibrate and perform maintenance procedures on all monitoring instruments and equipment to ensure accuracy of measurements, or shall insure that both activities will be conducted. The calibration of any wastewater flow measuring device shall be recorded and maintained in the permanent log book described in 2.b, below.
- f. A grab sample is defined as an individual sample collected in fewer than 15 minutes.
- g. A composite sample is defined as a combination of no fewer than eight individual samples obtained over the specified sampling period at equal intervals. The volume of each individual sample shall be proportional to the discharge flow rate at the time of sampling. The sampling period shall equal the discharge period, or 24 hours, whichever period is shorter.

2. OPERATIONAL REQUIREMENTS

a. Sample Results

Pursuant to California Water Code Section 13267(b), the discharger shall maintain all sampling and analytical results including: strip charts; date, exact place, and time of sampling; date analyses were performed; sample collector's name; analyst's name; analytical techniques used; and results of all analyses. Such records shall be retained for a minimum of three years. This period of retention shall be extended during the course of any unresolved litigation regarding this discharge, or when requested by the Regional Board.

b. Operational Log

Pursuant to California Water Code Section 13267(b), an operation and maintenance log shall be maintained at the facility. All monitoring and reporting data shall be recorded in a permanent log book.

3. REPORTING

- a. For every item where the requirements are not met, the discharger shall submit a statement of the actions undertaken or proposed which will bring the discharge into full compliance with requirements at the earliest time, and shall submit a timetable for correction.
- b. Pursuant to California Water Code Section 13267(b), all sampling and analytical results shall be made available to the Regional Board upon request. Results shall be retained for a minimum of three years. This period of retention shall be extended during the course of any unresolved litigation regarding this discharge, or when requested by the Regional Board.
- c. The discharger shall provide a brief summary of any operational problems and maintenance activities to the Board with each monitoring report. Any modifications or additions to, or any major maintenance conducted on, or any major problems occurring to the wastewater conveyance system, treatment facilities, or disposal facilities shall be included in this summary.
- d. Monitoring reports shall be signed by:
 - i. In the case of a corporation, by a principal executive officer at least of the level of vice-president or his duly authorized representative, if such representative is responsible for the overall operation of the facility from which the discharge originates;
 - ii. In the case of a partnership, by a general partner;
 - iii. In the case of a sole proprietorship, by the proprietor; or

- iv. In the case of a municipal, state or other public facility, by either a principal executive officer, ranking elected official, or other duly authorized employee.
- e. Monitoring reports are to include the following:
 - i. Name and telephone number of individual who can answer questions about the report.
 - ii. The Monitoring and Reporting Program Number.
 - iii. WDID Number 6A265300900.
- f. Modifications

This Monitoring and Reporting Program may be modified at the discretion of the Regional Board Executive Officer.

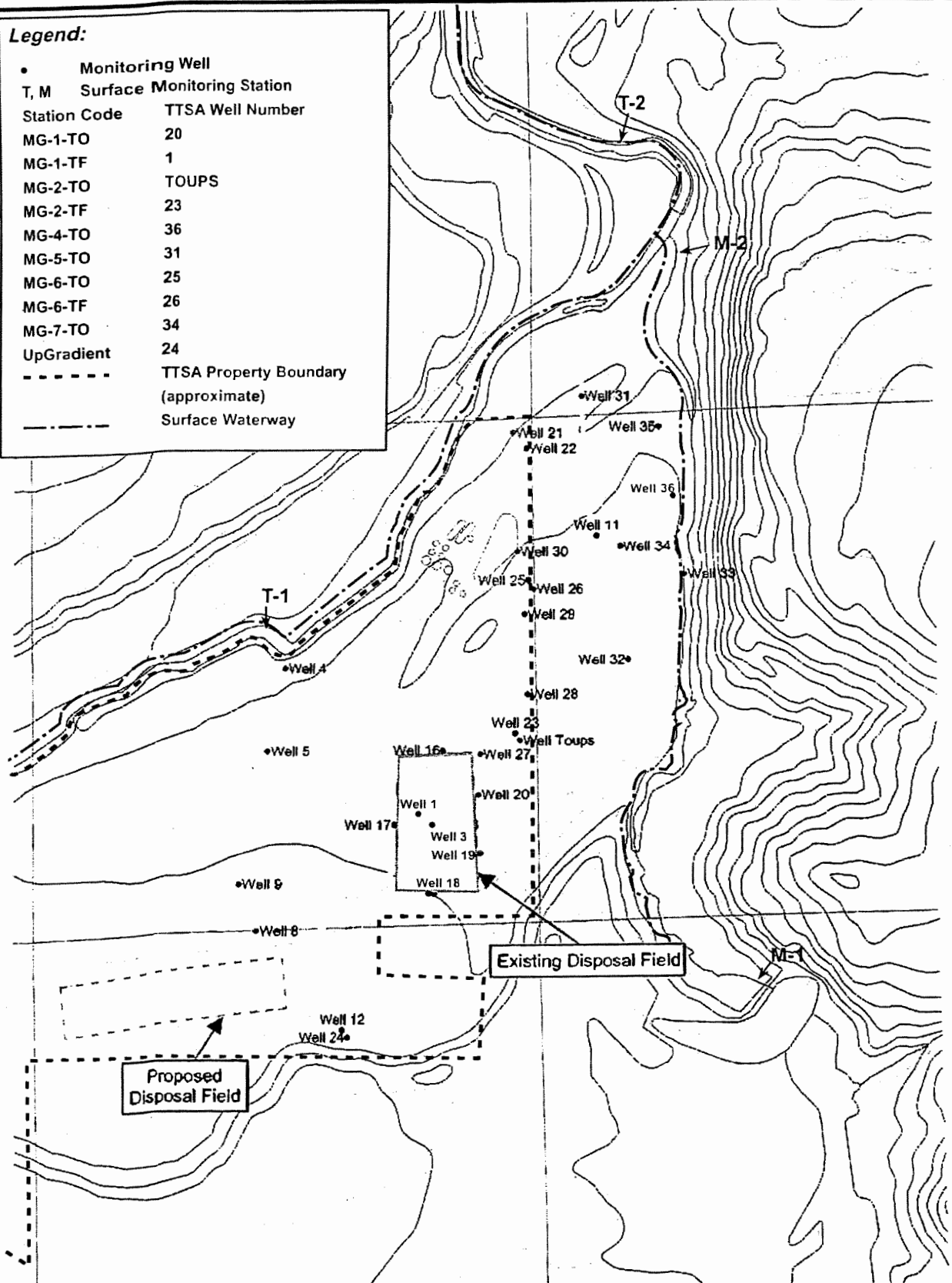
4. NONCOMPLIANCE

Under Section 13268 of the Water Code, any person failing or refusing to furnish technical or monitoring reports, or falsifying any information provided therein, is guilty of a misdemeanor and may be liable civilly in an amount of up to one thousand dollars (\$1,000) for each day of violation.

T:FORMS/M&R PROVISIONS

Legend:

•	Monitoring Well
T, M	Surface Monitoring Station
Station Code	TTSA Well Number
MG-1-TO	20
MG-1-TF	1
MG-2-TO	TOUPS
MG-2-TF	23
MG-4-TO	36
MG-5-TO	31
MG-6-TO	25
MG-6-TF	26
MG-7-TO	34
UpGradient	24
- - - - -	TTSA Property Boundary (approximate)
- - - - -	Surface Waterway



Attachment B
Monitoring Wells
 T-TSA Water Reclamation Plant Expansion

CH2MHILL

T-TSA Ordinance 1-2015

ORDINANCE NO. 1-2015

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
TAHOE-TRUCKEE SANITATION AGENCY
ADOPTING PRETREATMENT REQUIREMENTS**

BE IT ORDAINED by the Board of Directors of the Tahoe-Truckee Sanitation Agency as follows:

SECTION 1. GENERAL PROVISIONS

1.1. Purpose and Policy.

This Ordinance sets forth uniform requirements for Industrial Users, as defined herein, of the Publicly Owned Treatment Works (POTW) for the Tahoe-Truckee Sanitation Agency (“Agency”) and enables the Agency to comply with all applicable State and Federal laws, including the Clean Water Act (33 U.S.C. 1251 et seq.) and the General Pretreatment Regulations (40 CFR Part 403). The objectives of this Ordinance are:

- To prevent the introduction of pollutants into the POTW that will interfere with the operation of the POTW;
- To prevent the introduction of pollutants into the POTW which will pass through the POTW, inadequately treated, into receiving waters or otherwise be incompatible with the POTW;
- To ensure that the quality of the wastewater treatment plant sludge is maintained at a level that allows its use and disposal in compliance with applicable statutes and regulations;
- To improve the opportunity to recycle and reclaim wastewater and sludge from the POTW;
- To protect POTW personnel who may be affected by wastewater and sludge in the course of their employment and to protect the general public; and
- To comply with the Agency’s Local Limits.

This Ordinance shall apply to all Industrial Users of the POTW. The Ordinance authorizes the issuance of wastewater discharge permits; authorizes monitoring, compliance, and enforcement activities; establishes administrative review procedures; requires Significant Industrial User reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

Member entities of the Agency, as defined in Section 1.2 (ee) below, may have additional and/or more stringent requirements than are set forth herein,

1.2. Definitions.

Unless the context specifically indicates otherwise, the following terms and phrases, as used in this Ordinance, shall have the meanings hereinafter designated:

- (a) Act or "the Act". The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 US.C. § 1251 et seq.
- (b) Administrator. The Administrator of the United States Environmental Protection Agency and/or the Environmental Protection Agency Office of Administration.
- (c) Agency or T-TSA. The Tahoe-Truckee Sanitation Agency.
- (d) Applicable Pretreatment Standards. For any specified pollutant, the Agency's prohibitive standards, the Agency's specific pretreatment standards (local discharge limits), State of California pretreatment standards, or EPA's Categorical Standards (when effective), whichever standard is appropriate or most stringent.
- (e) Approval Authority. The Executive Officer of the Lahontan Regional Water Quality Control Board.
- (f) Authorized Representative. (1) If the Industrial User is a corporation: (a) the president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or (b) the manager of one or more manufacturing, production, or operation facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility, including having the explicit or implicit duty of making major capital investment recommendations and initiating and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures. (2) If the Industrial User is a partnership or sole proprietorship: a general partner or proprietor, respectively. (3) If the Industrial User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or his or her designee. (4) The individuals described in subparagraphs 1 through 3 above may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the Agency.

- (g) Best Management Practices or BMPs. Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in 40 C.F.R., § 403.5(a)(1) and (b). BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
- (h) Biochemical Oxygen Demand (BOD). The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 degrees Celsius, usually expressed as a concentration (milligrams per liter (mg/L)).
- (i) Categorical Industrial User. Any facility that: (1) performs an industrial activity that is regulated by one or more Categorical Standards; and (2) the facility discharges process wastewater to the POTW. All Categorical Industrial Users are deemed Significant Industrial Users.
- (j) Categorical Standard. Any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. § 1317) which applies to a specific category of Industrial Users and which appears in in 40 CFR Parts 405-471.
- (k) Chemical Oxygen Demand (COD). The measure of the water to consume oxygen based on the organic matter content and inorganic compounds susceptible to oxidation by a strong chemical oxidant.
- (l) Composite Sample. The sample resulting from the combination of individual wastewater samples taken at selected intervals based on an increment of either flow or time.
- (m) Control Authority. The Board of Directors of the Tahoe-Truckee Sanitation Agency.
- (n) Cooling Water / Non-Contact Cooling Water. Water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product, or finished product. Cooling Water may be generated from any use, such as air conditioning, heat exchangers, cooling or refrigeration to which the only pollutant added is heat.
- (o) Daily Maximum. The arithmetic average of all effluent samples for a pollutant collected during a calendar day.
- (p) Daily Maximum Limit. The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limits are expressed in units of mass, the Daily Maximum is the total mass discharged over the course of a day.

- (q) Discharge. The introduction of pollutants into the POTW from any non-domestic source regulated under Section 307(b), (c), or (d) of the Act (33 U.S.C. § 1317). The Discharge into the POTW is normally by means of pipes, conduits, pumping stations, force mains, constructed drainage ditches, surface water intercepting ditches, and all constructed devices and appliances appurtenant thereto. The Discharge is indirect because it is to the POTW, which in turn discharges pollutants under the terms of its WDR.
- (r) Domestic Source. The contribution of wastewater that is of a similar chemical make-up to that of a residential dwelling unit; i.e., the contribution of Sewage.
- (s) Environmental Protection Agency (EPA). The U.S. Environmental Protection Agency or, where appropriate, the Director of the Region 9 Office of Water, or other duly authorized official of said agency.
- (t) Existing Industrial User. Any Industrial User that was discharging wastewater prior to the effective date of this Ordinance.
- (u) General Manager. The General Manager of the Agency, or his or her designee.
- (v) Grab Sample. A sample which is taken from a waste stream on a one-time basis without regard to the flow in the waste stream and without consideration of time.
- (w) Holding tank waste. Any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum-pump tank trunks.
- (x) Industrial User. A source of non-domestic waste; any non-domestic source that introduces non-domestic pollutants into the POTW from any source regulated under Section 307(b), (c), or (d) of the Act (33 U.S.C. § 1317), including holding tank waste from a non-domestic source that is discharged into the POTW.
- (y) Instantaneous Limit. The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the flow rate and the duration of the sampling event.
- (z) Interference. A Discharge which, alone or in conjunction with a Discharge or Discharges from other sources, (1) inhibits or disrupts the POTW, its treatment processes or operations; (2) inhibits its sludge processes or disposal; or (3) is a cause of a violation of any requirement of this Ordinance, any other Agency ordinance, rule or regulation, any waste discharge requirement imposed upon the Agency by the Lahontan Regional Water Quality Control Board, or any applicable State and Federal laws and regulations.

- (aa) Local Limits. Specific discharge limits developed and enforced by POTWs upon industrial or commercial facilities to implement the general and specific discharge prohibitions listed in 40 CFR § 403.5(a)(1) and (b).
- (bb) Maximum Allowable Headworks Loading (MAHL). The estimated maximum loading of a pollutant that can be received at a POTW's headworks without causing pass through or interference. The most protective (lowest) of the allowable headworks loadings estimated for a pollutant.
- (cc) Maximum Allowable Industrial Loading (MAIL). The estimated maximum loading of a pollutant that can be received at a POTW's headworks from all Significant Industrial Users and other permitted Industrial Users without causing pass through or interference. The MAIL is usually calculated by applying a safety factor to the MAHL and discounting for uncontrolled sources, hauled waste, and growth allowance.
- (dd) Medical Wastes. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, needles, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.
- (ee) Member Entity. A local sewage collection district that receives wastewater treatment service from the Agency. Member entities include the Tahoe City Public Utility District, the North Tahoe Public Utility District, Alpine Springs County Water District, Squaw Valley Public Service District, and Truckee Sanitary District.
- (ff) National Prohibitive Discharge Standard or Prohibitive Discharge Standard. Any regulation developed under the authority of section 307(b) of the Act (33 U.S.C. § 1317) and 40 CFR § 403.5.
- (gg) New Source. Any building, structure, facility or installation from which there is or may be a Discharge of pollutants, the construction of which commenced after the publication of proposed Pretreatment Standards under section 307(c) of the Act (33 U.S.C. § 1317) which will be applicable to such source if such Standards are thereafter promulgated in accordance with that section, provided that: (i) the building, structure, facility or installation is constructed at a site at which no other source is located; or (ii) the building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or (iii) the production or wastewater generating processes of the building, structure, facility or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered.

Construction on a site at which an existing source is located results in a modification rather than a New Source if the construction does not create a new

building, structure, facility or installation meeting the criteria of (ii) or (iii) stated above in this definition, but otherwise alters, replaces, or adds to existing process or production equipment.

Construction of a New Source as defined under this paragraph has commenced if the owner or operator has: (a) begun, or caused to begin as part of a continuous onsite construction program: (i) any placement, assembly, or installation of facilities or equipment; or (ii) significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or (b) entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.

- (hh) Non-Categorical Industrial User. Any Industrial User that is not subject to any Categorical Standard.
- (ii) Notice of Violation. A Notice issued to an Industrial User under this Ordinance when the Industrial User is violating Pretreatment Standards or Requirements, this Ordinance, and/or a Permit or Temporary Permit issued under this Ordinance.
- (jj) Pass Through. A Discharge that exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a Discharge or Discharges from other sources, is a cause of a violation of any requirements of this Ordinance, any other Agency ordinance, rule or regulation or of the waste discharge requirements imposed upon the Agency by the Lahontan Regional Water Quality Control Board.
- (kk) Permit or Wastewater Discharge Permit. A permit issued by the Agency to an Industrial User, which sets forth the terms by which the Industrial User may discharge wastewater into the Agency's wastewater system and POTW under this Ordinance. A Permit under this Ordinance shall be in addition to any permit required to make a connection to the Agency's wastewater system.
- (ll) Person. Any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity, or their representatives, agents or assigns.
- (mm) pH. A measure of the acidity or alkalinity of a substance, expressed in standard units.
- (nn) Pollution. The man-made or man-induced alteration of the chemical, physical, biological and radiological integrity of the water.

- (oo) Pollutant. Any dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt, agricultural and industrial wastes discharged into water.
- (pp) Pretreatment. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes, by process changes, or by other means, except as prohibited by 40 CFR section 403.6(d).
- (qq) Pretreatment Requirement or Requirement. Any substantive or procedural requirement related to Pretreatment.
- (rr) Pretreatment Standard or Standard. Prohibited discharge standards, Categorical Standards, and Local Limits and/or BMPs established by the Agency.
- (ss) Prohibited Discharge Standard or Prohibited Discharge. Absolute prohibitions against the Discharge of certain substances, which appear in Sections 2.1.1 and 2.1.2 of this Ordinance.
- (tt) Publicly Owned Treatment Works (POTW). A "treatment works," as defined by Section 212 of the Act (33 U.S.C. § 1292) that is owned by the Agency. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a treatment plant. The term also means the Agency.
- (uu) POTW Treatment Plant. That portion of the POTW designed to provide treatment to wastewater.
- (vv) Schedule of Fees and Charges. A listing of applicable Agency fees adopted by the Board of Directors, and revised, amended or updated from time to time.
- (ww) Sewage. Human excrement and gray water (household showers, dishwashing operations, etc.).
- (xx) Significant Industrial User. An Industrial User subject to Categorical Standards or any Industrial User of the Agency wastewater treatment and disposal system who:
 - (i) has a Discharge flow of 25,000 gallons or more of process wastewater to the POTW per average work day (excluding sanitary, non-contact cooling, and boiler blowdown wastewater); or
 - (ii) has a flow greater than 5% of the flow in the Agency wastewater treatment system; or
 - (iii) is found by the Agency to have a reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Requirement.

- (yy) Slug Load. Any Discharge at a flow rate or concentration that could cause a violation of the Discharge standards of this Ordinance, or any discharge of a non-routine, episodic nature. including but not limited to, an accidental spill or a non-customary batch Discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way violate the POTW's regulations, Local Limits, or Permit conditions.
- (zz) Standard Industrial Classification (SIC) Code. A classification pursuant to the Standard Industrial Classification Manual issued by the United States Office of Management and Budget.
- (aaa) Storm Water. Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
- (bbb) Temporary Permit. A Permit issued by the Agency to an Industrial User for a specified period for Discharges into the POTW.
- (ccc) Total Dissolved Solids (TDS). The combined content of all inorganic or organic substances contained in a liquid in molecular, ionized or micro-granular suspended form. TDS comprise inorganic salts (principally calcium, magnesium, potassium, sodium, bicarbonates, chlorides and sulfates) and some small amounts of organic matter that are dissolved in water.
- (ddd) Total Suspended Solids (TSS). The total suspended matter that floats on the surface of, or is suspended in, water, wastewater or other liquid, and which is removable by laboratory filtering.
- (eee) Toxic Pollutant. Any pollutant or combination of pollutants listed as toxic in regulations promulgated by the Administrator of the EPA under the provisions of section 307(a) of the Act (33 U.S.C. § 1317) or as specified in any other State or Federal law.
- (fff) Wastewater. The liquid and water-carried industrial, medical or domestic wastes from dwellings, commercial buildings, industrial facilities and institutions, whether treated or untreated, which is contributed into, or permitted to enter, the POTW.
- (ggg) Waters of the State. All streams, lakes, ponds, marshes, water-courses, waterways, springs, and all other bodies or accumulations of water, which are contained within, flow through or border upon the State or any portion thereof.

1.3. Abbreviations.

The following abbreviations shall have the designated meanings:

- (a) BOD. Biochemical Oxygen Demand.

- (b) CFR. Code of Federal Regulations.
- (c) COD. Chemical Oxygen Demand.
- (d) EPA. Environmental Protection Agency.
- (e) L. Liter.
- (f) MAHL. Maximum Allowable Headworks Loading
- (g) MAIL. Maximum Allowable Industrial Loading
- (h) mg. Milligrams.
- (i) NPDES. National Pollutant Discharge Elimination System.
- (j) O&M. Operation and Maintenance.
- (k) POTW. Publicly Owned Treatment Works.
- (l) SIC. Standard Industrial Classification.
- (m) SWDA. Solid Waste Disposal Act, 42 U.S.C. § 6901, et seq.
- (n) TDS. Total Dissolved Solids.
- (o) TSS. Total Suspended Solids.
- (p) USC. United States Code.
- (q) WDR. Waste Discharge Requirements.

1.4. Construction.

The masculine shall include the feminine and the singular shall include the plural. Any use of the word "include" along with any examples shall not be construed or considered to be an exhaustive listing of the relevant examples.

SECTION 2. REGULATIONS

2.1. Discharge Prohibitions.

2.1.1. General Discharge Prohibitions.

No Industrial User shall contribute, or cause to be contributed, directly or indirectly, or introduce, or cause to be introduced any pollutant or wastewater which causes Pass Through or Interference, or which otherwise interferes with the operation of the POTW. These general prohibitions apply to all Industrial Users of the POTW whether or not they are Significant Industrial Users or are subject to Categorical Standards or any other Federal, State, or local Pretreatment Standards or Requirements.

2.1.2. Specific Discharge Prohibitions.

An Industrial User may not contribute any of the following to the POTW, or process or store any of the following in such a manner that they could be discharged to the POTW:

- (a) Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient, either alone or by interaction with other substances, to cause fire or explosion or be injurious in any other way to the POTW or to the operation of the POTW. At no time shall two successive readings on an explosion hazard meter, at the point of Discharge into the system, or at any point in the system, be more than

5%, nor shall any single reading be over 10%, of the Lower Explosive Limit (LEL) of the meter. Prohibited materials include, but are not limited to, the following: gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, fuel oil, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, cyanides, hydrides, and sulfides, and any other substances which the Agency, the State or the EPA has notified the Industrial User is a fire hazard or a hazard to the system.

- (b) Solid or viscous substances that may cause obstruction to the flow in a sewer or other Interference with the operation of the wastewater treatment facilities. These substances include, but are not limited to: garbage with particles greater than one-half inch in any dimension, animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastics, gas, tar, asphalt residues, residues from refining or processing fuel or lubricating oil, mud or glass grinding or polishing wastes.
- (c) Wastewater containing free or floating oil and grease, and any discharge containing animal fat or grease by-product in amounts that may cause Interference or Pass Through or may cause obstruction to the flow in POTW facilities that convey wastewater to the POTW Treatment Plant.
- (d) Wastewater having a pH less than 5 or more than 11, or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment and/or personnel of the POTW.
- (e) Wastewater containing toxic pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a toxic effect in the receiving waters of the POTW, or to exceed the limitation set forth in a Categorical Standard. A toxic pollutant shall include but not be limited to any pollutant identified under Section 307(a) of the Act (33 U.S.C., § 1317), or any other State or Federal law.
- (f) Any noxious or malodorous liquids, gases, or solids that, either singly or by interaction with other wastes, are sufficient to create a public nuisance or hazard to life, or are sufficient to prevent entry into the sewers for maintenance and repair.
- (g) Any substance which may cause the POTW's effluent or any other product of the POTW, such as residues, sludges or scums, to be unsuitable for reclamation and reuse or to interfere with the reclamation process. In no case shall a substance discharged to the POTW cause the POTW to be in non-compliance with: (i) sludge use or disposal criteria, guidelines or regulations developed under Section 405 of the Act (33 U.S.C. § 1345); or (ii) any criteria, guidelines or regulations affecting sludge use or disposal developed pursuant to the Solid Waste Disposal Act (42

U.S.C. 6901 et seq.), the Clean Air Act, the Toxic Substances Control Act or State criteria applicable to the sludge management method being used.

- (h) Any substance that will cause the Agency to violate any WDR or any receiving water quality standards imposed by the Lahontan Regional Water Quality Control Board.
- (i) Wastewater with objectionable color not removed in the treatment process which consequently imparts color to the POTW Treatment Plant's effluent, thereby violating the Agency's WDR. Color (in combination with turbidity) shall not cause the POTW Treatment Plant effluent to reduce the depth of the compensation point for photosynthetic activity by more than ten percent (10%) from the seasonably established norm for aquatic life.
- (j) Wastewater having a temperature which will inhibit biological activity in the POTW treatment plant resulting in Interference, but in no case wastewater with a temperature at its introduction into the POTW Treatment Plant which exceeds 104 degrees Fahrenheit unless the Lahontan Regional Water Quality Control Board, upon the Agency's request, approves alternate temperature limits.
- (k) Any pollutants, including oxygen demanding pollutants (BOD, glycol, glycerine, etc.), released in a Discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause Interference with the POTW.
- (l) Slug Loads, as defined in Section 1.2(yy) of this Ordinance.
- (m) Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that may cause Interference or Pass Through, including, but not limited to, Total Recoverable Petroleum Hydrocarbons exceeding 50 mg/L.
- (n) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems.
- (o) Wastewater containing any radioactive wastes or isotopes of such half-life or concentrations which may exceed any applicable State or Federal regulations.
- (p) Pollutants that create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with closed-cup flash point of less than 140 degrees Fahrenheit using testing methods specified in 40 CFR § 261.21.
- (q) Storm water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, non-contact cooling water, and unpolluted wastewater, unless specifically authorized by the General Manager.

- (r) Any sludges, screenings, or other residues from the Pretreatment of industrial wastes or from industrial processes.
- (s) Medical wastes, except as specifically authorized by the General Manager.
- (t) Wastewater causing, alone or in conjunction with other sources, the POTW Treatment Plant's effluent to fail a toxicity test.
- (u) Detergents, surface-active agents, phosphorous enrichment compounds or other substances which may cause excessive foaming or phosphorous enrichment in the POTW.
- (v) Except for vector wastes delivered by a member entity to the POTW Treatment Plant, the contents of any tank or other vessel owned or used by any Person in the business of collecting or pumping sewage, effluent, septic tank waste, or other wastewater unless said Person has first obtained testing and approval as may be generally required by the Agency and paid all fees assessed for the privilege of said discharge. All contents allowed by the Agency shall be delivered exclusively to discharge points designated by the Agency.
- (w) Any hazardous wastes as defined in relevant State regulations or in 40 CFR Part 261.
- (x) Persistent pesticides and pesticides regulated by the Federal Insecticide Fungicide Rodenticide Act (FIFRA).
- (y) Temporary or permanent drainage from excavations.
- (z) Any Temporary Permit Discharges that exceed a TSS Instantaneous Limit of 100 mg/L.
- (aa) Any discharge with a chlorine residual in excess of 100 mg/L.
- (bb) Garbage that has not been properly shredded. The installation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower or greater shall be subject to the review and approval of the Agency and the relevant member entity having jurisdiction over the Industrial User.
- (cc) Wastewater containing strong acid, iron, pickling wastes or concentrated solutions, whether neutralized or not.
- (dd) Wastewater containing phenols or other taste- and odor-producing substances in concentrations which, after treatment of the composite sewage, exceed limits which may be established by the Agency as necessary to meet Applicable Pretreatment Standards or Requirements.

- (ee) Wastewater that, in the opinion of the General Manager, could cause harm to sewers, sewage treatment process or equipment, or have an adverse effect on the receiving waters, or endanger life, limb or property, or constitute a nuisance, unless allowed under special arrangements by the General Manager, except that no special arrangement shall be made which has the effect of waiving any Categorical Standards.

Pollutants, substances, or wastewater prohibited by this Section shall not be processed or stored in such a manner that they could be discharged to the POTW.

When the General Manager determines that an Industrial User is contributing to the POTW any of the above enumerated substances in such amounts as to interfere with the operation of the POTW, the General Manager shall: (1) advise the Industrial User of the impact of the contribution on the POTW; and (2) develop effluent limitations for such Industrial User to correct the Pass Through or Interference with the POTW, or other violations of this Ordinance.

2.2. Federal Categorical Pretreatment Standards.

The Categorical Standards, as amended and promulgated by EPA pursuant to the Act and as found at 40 CFR Parts 405-471, are hereby incorporated and shall be enforceable under this Ordinance. If a Categorical Standard described in 40 CFR Parts 405 through 471 for a particular subcategory is more stringent than limitations imposed under this Ordinance for sources in that subcategory, the Categorical Standard shall immediately supersede the limitations imposed under this Ordinance. The General Manager shall notify all affected Industrial Users of the applicable reporting requirements under 40 CFR § 403.12.

2.3. State Requirements.

State requirements and limitations on Discharges to the POTW shall be met by all Industrial Users which are subject to such standards where they are more stringent than Federal requirements and limitations, or where they are more stringent than the requirements or limitations imposed by this Ordinance.

2.4. Agency's Right of Revision.

The Agency reserves the right to establish by Ordinance more stringent limitations or requirements for Discharges to the POTW if deemed necessary to comply with the objectives presented in this Ordinance.

2.5. Dilution.

No Industrial User shall ever increase the use of process water or in any way attempt to dilute a Discharge as a partial or complete substitute for adequate treatment to achieve compliance with an Applicable Pretreatment Standard or Pretreatment Requirement, unless expressly authorized by an Applicable Pretreatment Standard or Requirement. The General Manager may impose mass limitations on Industrial Users which he or she believes may be using dilution to meet

Applicable Pretreatment Standards or Requirements, or in other cases when the imposition of mass limitations is appropriate.

2.6. Local Limits.

- (a) No permitted Industrial User shall discharge wastewater that exceeds the following limits:

Pollutant	Daily Maximum Limit⁽¹⁾ (mg/L)
Arsenic	0.26
Cadmium	0.22
Chromium	1.17
Copper	1.34
Lead	0.31
Mercury	0.078
Molybdenum	0.76
Nickel	0.74
Selenium	0.15
Silver	2.47
Zinc	2.97
Total Dissolved Solids	1,145
Chloride	753

⁽¹⁾ All limits are expressed as total concentrations with units of mg/L unless otherwise specified.

- (b) The Agency may, at its sole discretion, implement local limits through the allocation of the Maximum Allowable Industrial Load (MAIL) to Industrial Users. The MAIL is the total load available to be allocated to permitted Industrial Users and corresponds to the uniform concentration local limits shown in the table above. The MAILs that correspond to the Daily Maximum Limits, as set forth in the Tahoe-Truckee Sanitation Agency Local Limits Final Draft, dated January 6, 2015, are hereby incorporated by reference.
- (c) Industrial Users subject to Categorical Standards may be required to meet more stringent local limits than those set forth in this Section 2.6.
- (d) The Agency reserves the right to revise any local limit in this Section 2.6, or to incorporate Daily Maximum Limits for additional constituents into this section, at any time.

2.7. Special Agreement.

The Agency reserves the right to enter into special agreements with Industrial Users setting out special terms under which they may discharge to the POTW. In no case will a special agreement waive compliance with a Pretreatment Standard or Requirement. However, Industrial Users may request a net/gross adjustment to a Categorical Standard in accordance with 40 CFR § 403.15. They may also request a variance from the Categorical Standard from the Approval Authority in accordance with 40 CFR § 403.13.

2.8. Pretreatment Facilities.

Industrial Users shall provide necessary wastewater treatment as required to comply with this Ordinance and shall achieve compliance with all Applicable Pretreatment Standards and Requirements set forth in this Ordinance within the time limitations specified by the EPA, the State or the Agency, whichever are more stringent. Any facilities required to pretreat wastewater to a level acceptable to the Agency shall be provided, operated and maintained at the Industrial User's expense. Detailed plans showing pretreatment facilities and operating procedures shall be submitted to the Agency for review and shall be deemed acceptable by the Agency prior to the commencement of construction of the facility. The review and/or acceptance of such plans and operating procedures by the Agency will in no way relieve the Industrial User from the responsibility of modifying the facility as necessary to produce an acceptable Discharge to the POTW under the provisions of this Ordinance.

2.9. Deadline for Compliance with Applicable Pretreatment Requirements.

Compliance by existing sources covered by Categorical Standards shall be within 3 years from the date the Standard is effective unless a shorter compliance time is specified by the standard. New Sources are required to comply with Applicable Pretreatment Standards within 90 days from the beginning of the Discharge. New Sources shall install, have in operating condition, and shall start up all pollution control equipment required to meet Applicable Pretreatment Standards before beginning the Discharge. Any Waste Discharge Permit issued to a Categorical Industrial User shall not contain a compliance date beyond any deadline date established in EPA's Categorical Pretreatment Standards. Any other Existing Industrial User or Categorical Industrial User who is not in compliance with applicable local limits and is required by the Agency to comply with a more stringent local limit shall be provided with a compliance schedule set forth in a Permit or Temporary Permit to insure compliance within the shortest time feasible.

2.10. Accidental Spill Prevention Plans.

The General Manager may require any Industrial User to develop and implement an accidental spill prevention plan (ASPP) or Slug Load control plan. Where deemed necessary by the Agency, facilities to prevent accidental Discharge or Slug Load Discharges of pollutants shall be provided and maintained at the Industrial User's cost and expense. An accidental spill prevention plan or Slug Load control plan showing facilities and operating procedures to provide this protection shall be submitted to the Agency for review and approval before implementation. The

Agency shall determine which Industrial User is required to develop a plan and require said plan to be submitted within 90 days after notification by the Agency. Each Industrial User shall implement its ASPP as submitted or as modified after such plan has been reviewed and approved by the Agency. Review and approval of such plans and operating procedures by the Agency shall not relieve the Industrial User from the responsibility to modify its facility as necessary to meet the requirements of this Ordinance.

- (a) Any Industrial User required to develop and implement an ASPP shall submit a plan which addresses, at a minimum, the following:
 - (i) Description of Discharge practices, including non-routine batch Discharges;
 - (ii) Description of stored chemicals;
 - (iii) Procedures for immediately notifying the Agency of any accidental or Slug Load Discharges. Such notifications must also be given for any Discharge which would violate any of the standards in the Ordinance; and
 - (iv) Procedures to prevent adverse impact from any accidental or Slug Load Discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic chemicals, including solvents, and/or measures and equipment for emergency response.
- (b) Industrial Users shall notify the Agency immediately after occurrence of a Slug Load or accidental Discharge of substances regulated by this Ordinance. The notification shall include location of the Discharge, date and time thereof, type of waste, concentration and volume, and corrective actions. Any affected Industrial User shall be liable for any expense, loss, or damage to the POTW, in addition to the amount of any fines imposed on the Agency on account thereof under State or Federal law.
- (c) Within 5 days following the occurrence of a Slug Load or an accidental Discharge, the Industrial User shall submit to the General Manager a detailed written report describing the cause of the Slug Load or accidental Discharge and the measures to be taken by the Industrial User to prevent similar future occurrences. Such notification shall not relieve the Industrial User of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, fish kills, or any other damage to person or property nor shall such notification relieve the Industrial User of any fines, civil penalties, or other liability which may be imposed by this Ordinance or other applicable law.
- (d) Signs shall be permanently posted in conspicuous places on the Industrial User's premises advising employees whom to call in the event of a Slug Load or accidental

Discharge. Employers shall instruct all employees who may cause or discover such a Slug Load or accidental Discharge with respect to emergency notification procedures.

SECTION 3. WASTEWATER DISCHARGE PERMITS

3.1. Wastewater Discharges Prohibited Without Agency Authorization.

It shall be unlawful for any Significant Industrial User to discharge any wastewater to the Agency's system without first applying for and obtaining a Wastewater Discharge Permit ("Permit") except as authorized by the General Manager in accordance with the provisions of this Ordinance.

The Agency may require an Industrial User who is not designated by the Agency as a Significant Industrial User, but is found by the Agency to have a reasonable potential, either singly or in combination with other Industrial Users, for adversely affecting the wastewater treatment system, the quality of the sludge, the system's effluent quality, or air emissions generated by the system, to apply for and obtain an approved Permit. Such Industrial Users shall be subject to all requirements for Significant Industrial Users as set forth in this Section 3, unless directed otherwise by the Agency.

3.2. Obtaining Permits.

3.2.1. Permits – General.

- (a) All Significant Industrial Users proposing to connect or contribute to the POTW, whether on a temporary basis or otherwise, shall first obtain a Permit before connecting to or contributing to the POTW. All Significant Industrial Users required to obtain a Permit shall complete and file with the Agency an application form provided by the Agency, and accompanied by a fee to be determined by the Agency on an individual basis according to the amount of Discharge, the strength and character of the Discharge and any other factors pertinent to the treatment and disposal of the Discharge. Existing Significant Industrial Users operating without a Permit shall apply for a Permit within 30 days after the effective date of this Ordinance. New Significant Industrial Users shall apply at least 60 days prior to connecting or contributing to the POTW.
- (b) The requirements in this Section 3 shall be in addition to all other requirements to connect to the POTW.

3.2.2. Application for Permit.

- (a) In support of a Significant Industrial User's Application for a Permit, the Significant Industrial User shall submit, in units and terms appropriate for evaluation, the following information:

- (i) Names, addresses, locations and phone numbers of the facilities and names, addresses, and phone numbers of the owners and/or operators, including the billing address;
- (ii) SIC number according to the Standard Industrial Classification Manual, Bureau of Budget, 1972, as amended;
- (iii) Name of the project, as appropriate;
- (iv) A list of environmental control permits that are held by or for the facility, if any;
- (v) Wastewater constituents and characteristics including, but not limited, to those mentioned in this Ordinance as determined by a reliable analytical laboratory; sampling and analysis shall be performed in accordance with procedures established by the EPA pursuant to section 304(g) of the Act, and contained in 40 C.F.R. Part 136, as amended;
- (vi) Commencement date of the proposed Discharge and time and duration of the Discharges;
- (vii) Average daily and 30-minute peak wastewater flow rates, including daily, monthly and seasonal variations, if any;
- (viii) Site plans, floor plans, mechanical plumbing plans and details to show all sewers, sewer connections, and appurtenances by the size, location and elevation of each (should include a schematic process diagram which indicates the points of Discharge to the POTW from the regulated or manufacturing processes);
- (ix) Description of activities, facilities and plant processes on the premises, including all materials which are, or could be, discharged;
- (x) Where known or reasonably could be known, the nature and concentration of any pollutants in the Discharge which are limited by any Applicable Pretreatment Standards, and a statement regarding whether or not Applicable Pretreatment Standards are being met on a consistent basis, or whether it is estimated that the Standards will be met on a consistent basis, and if not, whether additional operation and maintenance (O&M) and/or Pretreatment is required for the Significant Industrial User to meet Applicable Pretreatment Standards.
- (xi) If additional Pretreatment and/or O&M will be required to meet Applicable Pretreatment Standards, the shortest schedule by which the Significant Industrial User will provide such additional Pretreatment and/or O&M. The completion date of this schedule shall not be later than the compliance date

established for the Applicable Pretreatment Standard. The following conditions shall apply to this schedule:

- (1) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional Pretreatment and/or O&M required for the Significant Industrial User to meet the Applicable Pretreatment Standards (e.g., hiring an engineer, completing preliminary plans, completing final plans, executing contract for major components, commencing construction, completing construction, etc.).
 - (2) No increment referred to in paragraph (1) shall exceed nine months.
 - (3) Not later than 14 days following each date in the schedule and the final date for compliance, the Significant Industrial User shall submit a progress report to the General Manager including, at a minimum, whether or not it complied with the increment of progress to be met on such date and, if not, the date on which it expects to comply with this increment of progress, the reason for the delay and the steps being taken by the Significant Industrial User to return the construction to the schedule established. In no event shall more than nine months elapse between such progress reports to the General Manager.
- (xii) Each product produced by type, amount, process or processes and rate of production;
 - (xiii) Type and amount of raw materials processed (average and maximum per day);
 - (xiv) Number and type of employees and hours of operation of plant, and proposed or actual hours of operations of the pretreatment system;
 - (xv) Evidence that the Member Entity into whose facilities the Significant Industrial User intends to Discharge has approved the proposed Discharge; and
 - (xvi) Any other information as may be deemed by the Agency to be necessary to evaluate the Permit application.
- (b) All Permit applications must be signed by a responsible officer or manager, or any other duly Authorized Representative. The application shall be signed with the following certification statement:

"I certify under penalty of perjury under the laws of the State of California that this document and all its attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and

evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, if not myself, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

- (c) After evaluation and acceptance of the data furnished, the Agency may issue a Permit to the Significant Industrial User subject to terms and conditions provided herein.

3.3. Permit Conditions.

Permits issued to Significant Industrial Users shall be expressly subject to all provisions of this Ordinance and all other applicable ordinances, regulations, and the then-current charges and fees established by the Agency pursuant to Section 8 of this Ordinance.

- (a) Permits must contain the following conditions:
 - (i) A statement indicating the Permit duration, which in no event shall exceed five (5) years;
 - (ii) A statement that no Discharge may violate the provisions of this Ordinance, or other ordinances or resolutions adopted by the Agency, the terms of the Agency’s WDR, or any Pretreatment Standards or Requirements, or other applicable laws. The Agency may require the Significant Industrial User to comply with any of the requirements of this Ordinance during the term of the Permit;
 - (iii) A statement that the Permit is non-transferable without prior notification to and approval from the Agency, and provisions for furnishing the new owner or operator with a copy of the existing Permit;
 - (iv) Applicable Pretreatment Standards and Pretreatment Requirements, including any special State requirements;
 - (v) Self-monitoring, sampling, reporting, notification, submittal of technical reports, compliance schedules, and record-keeping requirements. These requirements shall include an identification of pollutants to be monitored, sampling location, sampling frequency, and sample type based on Federal, State, and local law.

The Agency may require the Significant Industrial User to, prior to commencing a Discharge, and at least once during the period in which the Significant Industrial User discharges, analyze and/or test the wastewater to

determine if the Discharge will comply with this Ordinance, or other ordinances or resolutions adopted by the Agency, the terms of the Agency's WDR, or Pretreatment Standards or Requirements or other applicable laws. All pollutant analyses, including sampling techniques, shall be performed in accordance with Section 5 of this Ordinance, and with the techniques prescribed in 40 C.F.R. Part 136. The Agency may require additional sampling or analysis. The Agency also may require additional Pretreatment prior to any Discharge into the POTW. Any sampling required by the Agency to be performed by the Significant Industrial User shall be performed at the Significant Industrial User's sole cost and expense. The Agency may, at its discretion, perform the required additional sampling and analysis and bill the costs and expenses of such sampling and analysis to the Significant Industrial User.

In addition, the Significant Industrial User shall make available a product sample site for random sampling by the Agency. The Agency may require the Significant Industrial User to reimburse the Agency for any inspection costs pursuant to Section 8.2 of this Ordinance.

- (vi) A requirement for immediate notification to the Agency where self-monitoring results indicate non-compliance;
 - (vii) A requirement to report a bypass or upset of a pretreatment facility;
 - (viii) A requirement to report immediately to the Agency all Discharges, including Slug Loadings, that could cause problems to the POTW;
 - (ix) A requirement for the Significant Industrial User who reports non-compliance to repeat the sampling and analysis and submit results to the Agency within 30 days after becoming aware of the violation;
 - (x) A statement of applicable civil, criminal, and administrative penalties for violation of Applicable Pretreatment Standards and Pretreatment Requirements, and any applicable compliance schedule;
 - (xi) Requirements to control Slug Loads, if determined by the Agency to be necessary; and
 - (xii) A requirement to comply with the reporting requirements in Section 4 of the Agency's Pretreatment Requirements Ordinance, as amended.
- (b) Permits may contain the following conditions:
- (i) The unit charge or schedule of Industrial User charges and fees for the wastewater to be discharged to the POTW;

- (ii) Limits on the minimum, average and maximum wastewater constituents and characteristics;
- (iii) Limits on average and maximum rate and time of Discharge or requirements for flow regulations and equalization;
- (iv) Requirements for installation and maintenance of inspection and sampling facilities;
- (v) Specifications for monitoring programs which may include sampling locations, frequency of sampling, number, types and standards for tests and reporting schedule;
- (vi) Compliance schedules;
- (vii) Requirements for submission of technical reports or Discharge reports;
- (viii) Requirements for maintaining and retaining plant records related to the Discharge, as specified by the Agency, and affording Agency access thereto;
- (ix) Requirements for notification of the Agency of any new introduction of wastewater constituents, or any substantial change in the volume or character of the wastewater constituents being introduced into the wastewater treatment system;
- (x) Requirements for maintaining insurance coverage, the scope and amount of which shall be determined by the Agency; and
- (xi) Other conditions as deemed appropriate by the Agency to ensure compliance with this Ordinance.

3.4. Permit Modifications.

The General Manager may modify any Permit for good cause including, but not limited to, any of the following:

- (a) To incorporate any new or revised Federal, State, or local Pretreatment Standards or Requirements;
- (b) To address significant alterations or additions to the Significant Industrial User's operation, processes, or wastewater volume or character since the time of Permit issuance;
- (c) A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized Discharge;

- (d) Information indicating that the permitted Discharge poses a threat to the POTW, the Agency's personnel, or the receiving waters;
- (e) Violation of any terms or conditions of the Permit;
- (f) Misrepresentations or failure to fully disclose all relevant facts in the Permit application or in any required report;
- (g) Revision of or grant of a variance from Categorical Standards, pursuant to 40 CFR § 403.13;
- (h) To correct typographical or other errors in the Permit; or
- (i) To reflect a transfer of the facility ownership and/or operation to a new owner/operator.

3.5. Permit Duration.

Permits shall be issued for a specified time period not to exceed five years. A Permit may be issued for a period of less than a year or may be stated to expire on a specific date. Any Significant Industrial User holding a Permit may apply for a Permit reissuance a minimum of 180 days prior to the expiration of the Significant Industrial User's existing Permit. The terms and conditions of the Permit may be subject to modification by the Agency in any reissued Permit. The Significant Industrial User shall be informed of any proposed changes in the Permit at least 30 days prior to the effective date of the changes. Any changes or new conditions in the Permit shall include a reasonable time schedule for compliance.

3.6. Permit Transfer.

Permits are issued to a specific Significant Industrial User for a specific operation. A Permit shall not be reassigned, transferred, or sold to a new owner, new Significant Industrial User, different premises, or a new or changed operation without the approval of the Agency. Any succeeding owner or Significant Industrial User also shall comply with the terms and conditions of the existing Permit until a new Permit is issued.

3.7. Permit Revocation.

- (a) A permit may be revoked for, but not limited to, the following reasons:
 - (i) Failure to notify the Agency of significant changes to the wastewater prior to any changed Discharge;
 - (ii) Failure to provide prior notification to the Agency of changed conditions that would materially affect the Discharge;

- (iii) Misrepresentation or failure to fully disclose all relevant facts in the Permit application;
 - (iv) Falsifying or failing to provide the required self-monitoring reports;
 - (v) Failure to pay fines, pay sewer charges, meet Discharge limitations, meet compliance schedules, or failure to complete a wastewater survey or Permit application;
 - (vi) If the Agency has to invoke emergency provisions; and
 - (vii) Violation of any Pretreatment Standard or Requirement, or any terms of the Permit or this Ordinance.
- (b) A Permit is voidable upon cessation of operations. Any Permit issued to a Significant Industrial User is void upon the issuance of a new Permit to that Significant Industrial User.

3.8. Temporary Permits.

The Agency may, at its discretion, issue Temporary Permits that are separate from the Wastewater Discharge Permits described in Section 3.1 above to any non-Significant Industrial Users for short-term Discharges into the POTW.

3.8.1. Temporary Permit Application.

Each Industrial User that applies for a Temporary Permit shall submit, on a form provided by the Agency, the following information:

- (a) Identifying information, including:
 - (i) Name, address, and phone number of the Industrial User;
 - (ii) Billing address (if different); and
 - (iii) Name and location of the project, as appropriate.
- (b) Discharge characteristics, including:
 - (i) Point of Discharge;
 - (ii) Type of Discharge;
 - (iii) Anticipated duration of Discharge;

- (iv) Nature of the proposed Discharge, including flow rate in gallons per minute and gallons per day;
 - (v) Proposed method of pollutant removal; and
 - (vi) Proposed commencement date of the proposed Discharge.
- (c) Evidence that the Member Entity into whose facilities the Industrial User intends to Discharge has approved the proposed Discharge.
- (d) Such other information required by the Agency.

3.8.2. Temporary Permit Conditions.

- (a) No Discharge may violate the provisions of this Ordinance, or other ordinances or resolutions adopted by the Agency, the terms of the Agency's WDR, or any Pretreatment Standards or Requirements, or other applicable laws. The Agency may require the Industrial User to comply with any of the requirements of this Ordinance, including, but not limited to, monitoring, reporting, testing and analysis during the term of the Temporary Permit.
- (b) Within one month after expiration of the Temporary Permit and cessation of Discharges, the Industrial User shall provide the Agency with the volume, in gallons, of wastewater discharged into the POTW and such other information required by the Agency.
- (c) The Agency may require the Industrial User to, prior to commencing a Discharge, and at least once during the period in which the Industrial User discharges, analyze and/or test the wastewater to determine if the Discharge will comply with this Ordinance, or other ordinances or resolutions adopted by the Agency, the terms of the Agency's WDR, or Pretreatment Standards or Requirements or other applicable laws. All pollutant analyses, including sampling techniques, shall be performed in accordance with Section 5 of this Ordinance, and with the techniques prescribed in 40 C.F.R. Part 136. The Agency may require additional sampling or analysis. The Agency also may require additional Pretreatment prior to any Discharge into the POTW. Any sampling required by the Agency to be performed by the Industrial User shall be performed at the Industrial User's sole cost and expense. The Agency may, at its discretion, perform the required additional sampling and analysis and bill the costs and expenses of such sampling and analysis to the Industrial User.
- (d) The Industrial User shall make available a product sample site for random sampling by the Agency. The Agency may require the Industrial User to reimburse the Agency for any inspection costs, pursuant to Section 8.2 of this Ordinance.
- (e) The Agency may establish or impose a maximum rate and/or maximum volume of Discharge. The Agency may set additional conditions, including allowable

discharge dates, allowable discharge days of the week, and allowable hours of discharge on any single day. The Agency reserves the right to restrict or prohibit a Discharge following the issuance of a Temporary Permit to avoid or mitigate problems concerning the operation or maintenance of the POTW that arise following the issuance of said Permit.

- (f) The Industrial User shall procure and maintain for the duration of the Temporary Permit insurance coverage, the scope and amount of which shall be determined by the Agency.
- (g) In the event that the Industrial User violates any Temporary Permit requirement, the Agency may require that the Industrial User cease all Discharges, and may take any additional action authorized by Agency ordinance or law, including but not limited to revoking the Temporary Permit, and/or imposing administrative fines.
- (h) A Temporary Permit may include any other requirement that, in the opinion of the General Manager, will ensure compliance with the provisions of this Ordinance, or other ordinances or resolutions adopted by the Agency, the terms of the Agency's WDR, any Pretreatment Standards or Requirements, or other applicable laws.
- (i) A Temporary Permit shall be issued for a specified period, and upon termination or expiration of the Temporary Permit, the Industrial User shall cease all Discharges to the POTW.
- (j) The Temporary Permit holder shall provide all reports, as requested by the Agency, to demonstrate compliance with the Temporary Permit and the provisions of this Ordinance and to provide the necessary data for billing purposes.
- (k) The Agency may require the payment of all fees, charges and deposits prior to issuance of any Temporary Permit, as set forth in Section 8 of this Ordinance.

3.8.3 Request for Extension.

Any Industrial User to which the Agency issues a Temporary Permit may request an extension of the period during which the Industrial User discharges to the POTW. The request shall be made in writing to the General Manager at least 30 days prior to the expiration date of the Temporary Permit, and any grant of such a request may be subject to additional terms, conditions, Pretreatment requirements, fees, or charges. If the General Manager has not acted on a request under this Section 3.8.3 prior to the expiration of the term of the Temporary Permit, the Industrial User must cease all Discharges until the General Manager grants the request. The Agency may pursue any remedy authorized by this Ordinance, other Agency ordinances or resolutions, or any applicable law if an Industrial User fails to comply with the requirements of this Section 3.8.3.

SECTION 4. REPORTING REQUIREMENTS

All Industrial Users required by the Agency to obtain a Wastewater Discharge Permit, as described in Section 3 above, shall be subject to the requirements of this Section 4 unless otherwise provided below.

4.1. Baseline Monitoring Reports.

Within 180 days after the effective date of a Categorical Standard, or within 180 days after the final administrative decision made upon a category determination pursuant to 40 C.F.R. section 403.6(a)(4), whichever is later, Existing Industrial Users subject to such Categorical Standards and currently discharging to the POTW shall be required to submit to the Agency a report that contains all of the information detailed in Section 4.1.1. At least 90 days prior to the commencement of Discharge, Categorical Industrial Users, New Sources, and sources that become Categorical Industrial Users subsequent to the promulgation of an applicable Categorical Standard, shall be required to submit to the Agency a report which contains all of the information detailed in Section 4.1.1.

4.1.1. Information to be Included in the Baseline Monitoring Report.

Each baseline monitoring report shall include the following information:

- (a) **Identifying Information.** The name and address of the facility, including the name(s) of the owner(s) and operator(s).
- (b) **Environmental Permits.** A list of any environmental control permits held by or for the facility.
- (c) **Description of Operations.** A brief description of the nature, average rate of production, and Standard Industrial Classifications of the operation(s) carried out by the Categorical Industrial User, New Source, or source that becomes a Categorical Industrial User. This description should include a schematic process diagram which indicates points of Discharge to the POTW from the regulated processes.
- (d) **Flow Management.** Information showing the measured average daily and maximum instantaneous flow, in gallons per day or gallons per minute, respectively, to the POTW from regulated process streams and other streams, as necessary to allow use of the combined waste stream formula set forth in 40 CFR § 403.6(e). For New Sources and sources that become Categorical Industrial Users, estimates of this information may be provided.
- (e) **Information on the method of Pretreatment that is intended to be used to meet Applicable Pretreatment Standards.**
- (f) **Measurement of Pollutants.** The report shall contain the following information:

- (i) The Categorical Standard applicable to each regulated process; and
 - (ii) The results of sampling and analysis identifying the nature and concentration of regulated pollutants in the Discharge from each regulated process. Maximum instantaneous, Daily Maximum, and long-term average concentrations (or mass, where required) shall be reported. Long-term average concentrations shall be over the duration(s) as specified in the Permit. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set forth in this Ordinance. Existing permitted Industrial Users shall take at least one representative sample to comply with these requirements. The sample shall be taken directly downstream from the Industrial User's facility. New Sources and sources that become Categorical Industrial Users subsequent to the promulgation of an applicable Categorical Standard may estimate this information.
- (g) Certification. A statement, reviewed and certified by the Industrial User's responsible officer or other Authorized Representative that indicates whether Pretreatment Standards are being met on a consistent basis, and, if not, whether additional O&M and/or Pretreatment is required to meet the Pretreatment Standards and Requirements.
- (h) Compliance Schedule. If additional O&M and/or Pretreatment is required, the shortest schedule, designed in accordance with Section 4.3 of this Ordinance, by which the permitted Industrial User will provide such additional O&M and/or Pretreatment.

4.2. Final Compliance Report (Compliance report at Commencement of Discharge).

The permitted Industrial User shall submit to the Agency a final compliance report (i) within 90 days following the date for final compliance by an Existing Industrial User with the Applicable Pretreatment Standards and Requirements set forth in this Ordinance, in the Categorical Standards, or in a Permit, or, (ii) in the case of a New Source or new Industrial User required by the Agency to obtain an approved Permit, within 90 days following the commencement of the introduction of wastewater into the POTW.

4.2.1 Information to be Included in a Final Compliance Report.

- (a) Flow Measurement:
 - (i) For Categorical Industrial Users, this includes measured maximum daily (i.e., the maximum Discharge volume over a single calendar day), average daily (averaged over the duration(s) as specified in the Permit) and maximum instantaneous flow to the POTW from regulated or manufacturing process streams and other streams as necessary to allow use of the combined waste stream formula found at 40 CFR § 403.6(e).

- (ii) For Non-Categorical Industrial Users, this includes the maximum daily (i.e., the maximum Discharge volume over a single calendar day), average daily (averaged over the duration(s) as specified in the Permit) and maximum instantaneous flow to the POTW from the total process flow, wastewater plant flow, total plant flow or individual manufacturing process flow as required by the General Manager.
- (b) Measurement of Pollutants:
 - (i) For Categorical Industrial Users, the Industrial User shall identify the Applicable Pretreatment Standard for each regulated or manufacturing process, and report the results of sampling, and provide an analysis identifying the nature and concentration of regulated pollutants in the Discharge from each regulated or manufacturing process, including maximum instantaneous, Daily Maximum, and long-term average concentrations (or mass, if specified in the Permit). Long-term average concentrations shall be over the duration(s) specified in the Permit. The sampling shall be representative of daily operations and shall conform to the sampling and analytical procedures outlined in Section 5 of this Ordinance. The Industrial User shall take a minimum number of representative samples as required by the Permit and compile the data necessary to comply with the requirements of this subparagraph. Where an alternate concentration or mass limit has been calculated in accordance with 40 CFR § 403.6(e) for a Categorical Industrial User, this adjusted limit along with supporting data shall be submitted as part of the final compliance report.
 - (ii) For Non-Categorical Industrial Users, the Industrial User shall identify the Applicable Pretreatment Standards for its wastewater Discharge. The Industrial User shall submit the results of sampling and analysis identifying the nature and concentration in the Discharge of regulated pollutants contained in Section 2 of this Ordinance, as appropriate. Maximum instantaneous, Daily Maximum, and long-term average concentrations (or mass, if specified in the Permit) shall be reported. Long-term average concentrations shall be over the duration(s) specified in the Permit. The sample shall be representative of daily operations and shall conform to sampling and analytical procedures outlined in Section 5 of this Ordinance. The Industrial User shall take a minimum number representative sample as required by the Permit and compile the data necessary to comply with the requirements of this subparagraph. Where the General Manager has developed alternate concentration or mass limits because of allowable dilution, this adjusted limit along with supporting data shall be submitted as part of the final compliance report.
- (c) Certification. The Industrial User shall submit a statement worded as specified in Section 3.2.2(b) of this Ordinance, which has been reviewed by a responsible

officer or Authorized Representative, and certified by a qualified professional, indicating whether the Applicable Pretreatment Standards and Requirements are being met on a consistent basis, and, if not, whether additional O&M and/or additional Pretreatment is required for the Industrial User to meet Applicable Pretreatment Standards and Requirements.

- (d) For an Industrial User subject to equivalent mass or concentration limits established by the Agency in accordance with procedures established in 40 CFR § 403.6(c), this final compliance report shall contain a reasonable measure of the Industrial User's long-term production rate. For all other Industrial Users subject to Categorical Standards expressed in terms of allowable pollutant Discharge per unit of production (or other measure of operation), the final compliance report shall include the Industrial User's actual production during the appropriate sampling period.

4.3. Periodic Compliance Reports.

A permitted Industrial User that performs self-monitoring shall comply with all applicable requirements in 40 C.F.R. § 403.12 and submit to the Agency during the months of June and December, unless required more frequently by the Agency, Lahontan Regional Water Quality Control Board or EPA, a report indicating the nature of the effluent over the previous reporting period. The frequency of monitoring shall be prescribed in the Permit issued by the Agency, but in no case shall monitoring be required less than twice each year. The General Manager may modify the months during which these reports are to be submitted.

4.3.1. Information to be Included in the Periodic Compliance Report.

- (a) The report submitted pursuant to Section 4.3 shall include a record of the maximum instantaneous, Daily Maximum, and long-term average concentrations (or mass, if specified in the Permit) of the pollutants listed in the Permit (with long-term average duration(s) as specified in the Permit); actual or estimated maximum instantaneous, maximum daily (i.e., the maximum Discharge volume over a single calendar day during the reporting period), and average daily flow measurements (with average duration(s) as specified in the Permit) taken at sampling locations; and any additional information required by the Permit or by the General Manager. Production data shall be reported if required by the Permit. If an Industrial User sampled more frequently than what was required by the Agency or by this Ordinance, using methodologies in 40 CFR Part 136, it must submit all results of sampling and analysis of the Discharge during the reporting period.
- (b) If the Industrial User is subject to a Categorical Standard that requires implementation of BMPs, the Industrial User shall include with its report all documentation required by the General Manager to determine compliance with the applicable BMP.
- (c) Any Industrial User subject to equivalent mass or concentration limitations established by the Agency, or by unit production limits specified in the applicable

Categorical Standard, shall report production data as required by this Section 4, which shall include the Industrial User's actual average production rate for the reporting period.

- (d) If the Agency calculates limits to factor out dilution flows or non-regulated flows, the Industrial User shall be responsible for providing flow measurements from the regulated process flows, dilution flows, and non-regulated flows.
- (e) Flows shall be reported on the basis of actual measurement, provided, however, the Agency may accept reports of average and maximum flows estimated by verifiable techniques if the Agency determines an actual measurement is not feasible.
- (f) Discharges sampled shall be representative of the Industrial User's daily operations, and samples shall be taken in accordance with the requirements specified in Section 5 of this Ordinance.
- (g) The Agency may require reporting by Industrial Users that are not required to have a Permit if information or data is needed to establish a sewer charge, determine the treatability of the effluent, or determine any other factor which is related to the operation and maintenance of the POTW.
- (h) The Agency may require self-monitoring by the Industrial User or, if requested by the Industrial User, may agree to perform the periodic compliance monitoring needed to prepare the periodic compliance report required under this Section 4.3. If the Agency agrees to perform such periodic compliance monitoring, it may charge the Industrial User for such monitoring, based upon the costs incurred by the Agency for the sampling and analyses. The Agency shall be under no obligation to perform periodic compliance monitoring for an Industrial User.

4.4. Compliance Schedules for Meeting Applicable Pretreatment Standards.

Requirements for the compliance schedule and progress reports described in Section 4.4(c) below are as follows:

- (a) The schedule shall contain increments of progress in the form of dates for the commencement and completion of major events leading to the construction and operation of additional Pretreatment required for the Industrial User to meet the Applicable Pretreatment Standards, if any (e.g., hiring an engineer, completing preliminary plans, completing final plans, executing contracts for major components, commencing construction, completing construction, etc.);
- (b) No increment referred to in subparagraph (a) shall exceed 9 months; and
- (c) Not later than 14 days following each date in the schedule and the final date for compliance, the Industrial User shall submit a progress report to the Agency including, at a minimum, whether or not it complied with the increment of progress

to be met on such date and, if not, the date on which it expects to comply with the increment of progress, the reason for the delay, and the steps being taken by the Industrial User to return the construction to the schedule established. In no event shall more than 9 months elapse between such progress reports.

4.5. Notification of Significant Production Changes.

Any Industrial User operating under a Permit or Temporary Permit incorporating equivalent mass or concentration limits shall notify the Agency within two business days after the Industrial User has a reasonable basis to know that the production level will significantly change within the next calendar month. Any Industrial User not providing a notice of such anticipated change will be required to comply with the existing limits contained in its Permit or Temporary Permit.

4.6. Notice of Potential Problems, Including Accidental Spills and Slug Loads.

Any Industrial User operating under a Permit or Temporary Permit shall notify the Agency and Lahontan Regional Water Quality Control Board immediately of all Discharges that could cause problems to the POTW, including any Slug Loads, as defined in this Ordinance. The notification shall include the concentration and volume and corrective action. Steps being taken to reduce any adverse impact also should be noted during the notification. Any Industrial User operating under a Permit or Temporary Permit who discharges pollutants in violation of this Ordinance shall be liable for any expenses, losses, or damages to the Agency, in addition to the amount of any fines imposed on the Agency under State or Federal law.

4.7. Non-Compliance Reporting.

- (a) If sampling performed by the Industrial User indicates a violation, the Industrial User shall notify the Agency and the Lahontan Regional Water Quality Control Board within 24 hours of becoming aware of the violation. Within five days following such Discharge, the Industrial User shall submit to the Agency and the Lahontan Regional Water Quality Control Board a detailed written report describing the cause(s) of the Discharge and the measures to be taken by the Industrial User to prevent similar future occurrences. Such notification shall not relieve the Industrial User of any expense, loss, damage, or other liability which might be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the Industrial User of any fines, penalties, or other liability which may be imposed pursuant to this Ordinance. The Industrial User also shall repeat the sampling within 5 days after becoming aware of the violation and submit the results of the repeat analysis to the Agency and the Lahontan Regional Water Quality Control Board within seven days after the sample is taken.
- (b) If sampling performed by the Agency or the Lahontan Regional Water Quality Control Board indicates a violation, it shall perform repeat sampling and analysis within five days after becoming aware of the violation, unless the Agency or the Lahontan Regional Water Quality Control Board notifies the Industrial User of the

violation and requires the Industrial User to perform the repeat sampling and analysis.

- (c) Repeat sampling shall not be required if: (i) the Agency or the Lahontan Regional Water Quality Control Board performs the periodic sampling at the Industrial User facility at a frequency of at least once per month; or (ii) the Agency or the Lahontan Regional Water Quality Control Board performs sampling at the Industrial User facility, at the Industrial User's expense, after the initial sampling but before the Industrial User or the Agency or the Lahontan Regional Water Quality Control Board receives the results of the initial sampling.

4.8. Notification of Changed Discharge.

All permitted Industrial Users shall promptly notify the Agency and Lahontan Regional Water Quality Control Board in advance of any substantial change in the volume or character of pollutants in their Discharge, including significant manufacturing process changes, pretreatment modifications, and the listed or characteristic hazardous wastes for which the Industrial User has submitted initial notification under 40 CFR § 403.12(p).

4.9. Reports for Non-Permitted Industrial Users.

The Agency reserves the right to require any Industrial User that discharges to the POTW to provide appropriate reports, even if the Industrial User may not be required to obtain a Permit or a Temporary Permit under this Ordinance.

4.10. Record Keeping.

Industrial Users that subject to the reporting requirements of this Ordinance shall retain and make available for inspection and copying all records of information obtained pursuant to any monitoring activities required by this Ordinance and any additional records of information obtained pursuant to the monitoring activities undertaken by the Industrial User independent of such requirements. Records shall include: the date, exact place, method and time of sampling and the name of the person(s) taking the samples; the dates that analyses were performed; who performed the analyses; the analytical techniques or methods used; the chain of custody; and the results of such analyses including documentation associated with BMPs. These records shall be retained for a period of at least three years. This period shall be automatically extended for the duration of any litigation concerning the Industrial User or the Agency, or where the Industrial User has been specifically notified of a longer retention period by the Agency or the Approval Authority.

SECTION 5. INSPECTION, SAMPLING AND ANALYTICAL REQUIREMENTS

5.1. Inspection to Ensure Compliance.

The Agency shall be permitted to inspect the facilities of any Industrial User to ascertain whether the purposes of this Ordinance and all Applicable Pretreatment Standards and Requirements are being met. Persons or occupants of the premises where wastewater is created or where a Discharge occurs shall allow the Agency or its representatives access at all reasonable times to all parts of the premises for the purposes of inspection, sampling, record examination, or in the performance of any of their duties. The Agency and Approval Authority shall have the right to set up on the Industrial User's property such devices as are necessary to conduct sampling, inspection, compliance monitoring and/or metering of the Industrial User's operations. Where an Industrial User's security measure is in force which would require proper identification and clearance before entry on the premises, the Industrial User shall make necessary arrangements with its security staff so that, upon presentation of suitable identification, personnel from the Agency and/or the Approval Authority, will be permitted to enter, without delay, for the purposes of performing their specific duties.

Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the Industrial User at the written or verbal request of the Agency and/or Approval Authority and shall not be replaced until further notice by the Agency and/or Approval Authority. The costs of clearing such obstructions shall be borne by the Industrial User.

Unreasonable delays in allowing the Agency or the Approval Authority access to the Industrial User's premises shall be a violation of this Ordinance.

5.2. Sampling Requirements for Permitted Industrial Users.

- (a) Grab samples must be used for pH, cyanide, total phenols, oil and grease, sulfide, and volatile organic compounds. For all other pollutants, 24-hour composite samples must be obtained through flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the Agency. The samples must be representative of the Discharge and the decision to allow the alternative sampling must be documented in the Industrial User file for that facility or facilities. Using protocols specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during the 24-hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides, the samples may be composited in the laboratory; composite samples for other parameters unaffected by compositing procedures, as documented in approved EPA methodologies, may be authorized by the Agency or the Lahontan Regional Water Quality Control Board, as appropriate.
- (b) For sampling required in support of baseline monitoring and 90-day compliance reports, a minimum of four grab samples must be used for pH, cyanide, total

phenols, oil and grease, sulfide and volatile organic compounds for facilities for which historical sampling data do not exist; for facilities for which historical sampling data are available, the Agency may authorize a lower minimum. For reports required by 40 CFR § 403.12(e) and (h), the Agency shall require the number of grab samples necessary to assess and assure compliance by the Industrial Users with Applicable Pretreatment Standards and Requirements.

- (c) Samples shall be taken immediately downstream from pretreatment facilities, if such exist, immediately downstream of regulated or manufacturing processes if no pretreatment exists, or at a location determined by the Agency and specified in the Industrial User's Permit or Temporary Permit. For Categorical Industrial Users, if other wastewater is mixed with the regulated wastewater prior to pretreatment, the Significant User shall measure the flows and concentrations necessary to allow the use of the combined waste stream formula in 40 CFR section 403.6(e) in order to evaluate compliance with the applicable Categorical Standards. For other Industrial Users for which the Agency has adjusted its Local Limits to factor out dilution flows, the Industrial User shall measure the flows and concentrations necessary to evaluate compliance with the adjusted Pretreatment Standard(s).
- (d) All sample results shall indicate the time, date and place of sampling, and methods of analyses and shall certify that the waste stream sampled is representative of normal work cycles and expected pollutant Discharges from the Industrial User. If an Industrial User sampled and analyzed more frequently than what was required in its Permit, using methodologies in 40 CFR Part 136, it must submit all results of sampling and analysis of the Discharge as part of its self-monitoring report.

5.3. Analytical Requirements.

All pollutant analyses, including sampling techniques, shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable Categorical Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by EPA.

5.4. Monitoring Facilities.

- (a) Each permitted Industrial User shall provide and operate, at its own expense, monitoring facilities to allow inspection, sampling and flow measurements of each Discharge to the POTW. Each monitoring facility shall be situated on the Industrial User's premises, except, where such a location would be impractical or cause undue hardship on the Industrial User, the Agency may allow the facility to be constructed in the public street or sidewalk area, provided it is located so that it will not be obstructed by landscaping or parked vehicles and provided the Industrial User applies for and obtains all required permits. The General Manager, whenever applicable, may require the construction and maintenance of sampling facilities at other locations.

- (b) There shall be ample room in or near such sampling manhole or facility to allow accurate sampling and preparation of samples for analysis. The facility, including sampling and measuring equipment, shall be maintained at all times in a safe and proper operating condition at the Industrial User's expense.
- (c) Whether constructed on public or private property, the sampling and monitoring facilities shall be constructed and maintained in accordance with the Agency's requirements and all applicable local construction standards and specifications. All devices used to measure wastewater flow and quality shall be calibrated to ensure their accuracy. Construction of monitoring facilities shall be completed within 90 days following written notification by the Agency.

5.5. Inspection Warrants.

If the Agency has been refused access to a building, structure or property, or any part thereof and is able to demonstrate probable cause to believe there may be a violation of this Ordinance, or that there is a need to inspect as part of a routine inspection program of the Agency designed to verify compliance with this Ordinance or any Permit or Temporary Permit or order issued hereunder, or to protect the overall public health, safety and welfare, then the Agency shall seek issuance of an inspection warrant from the applicable Superior Court. Such warrant shall be served at reasonable hours by the Agency.

5.6. Vandalism.

No Person shall willfully or negligently break, damage, destroy, uncover, deface, tamper with, or prevent access to any structure, appurtenance or equipment, or other part of the POTW. Any Person found in violation of this requirement shall be subject to the sanctions set forth in this Ordinance.

SECTION 6. CONFIDENTIAL INFORMATION

6.1. Disclosure of Information.

- (a) Information and data on an Industrial User obtained from reports, surveys, Permit or Temporary Permit applications, Permits or Temporary Permits, and monitoring programs, and from Agency inspection and sampling activities shall be available to the public without restriction, unless the Industrial User specifically requests and is able to demonstrate to the satisfaction of the Agency that the release of such information would divulge information, processes or methods of production entitled to protection as a trade secret under applicable State law, provided that, at all times, such information may be subject to disclosure as required by law.
- (b) When requested and demonstrated by the Industrial User furnishing a report containing information that should be held confidential, the portions of the report which might disclose trade secrets or secret processes shall not be made available

for inspection by the public but shall be made available consistent with legal requirements upon request to governmental agencies for uses related to the Agency's WDR or this Ordinance, or in enforcement proceedings involving the Industrial User furnishing the report, or if otherwise required by law.

- (c) Notwithstanding subsections (a) and (b) above, wastewater constituents and characteristics and other "effluent data" as defined by 40 CFR § 2.302 shall not be recognized as confidential information and shall be available to the public without restriction.
- (d) Information accepted by the Agency as confidential shall not be transmitted by the Agency to any governmental agency or to the general public unless and until a five-day notification is given to the Industrial User, unless otherwise required by law.

SECTION 7. PUBLICATION OF INDUSTRIAL USERS IN SIGNIFICANT NON-COMPLIANCE

7.1. Annual Publication of Significant Non-Compliance.

The Agency shall publish annually, in a newspaper of general circulation that provides meaningful public notice within the area serviced by the POTW, a list of Industrial Users which, during the previous 12 months, were in significant non-compliance with Applicable Pretreatment Standards and Requirements and/or the provisions of this Ordinance. For the purposes of this Section, a Significant Industrial User is in significant noncompliance if its violation meets one or more of the following criteria (or for Industrial Users who are not Significant Industrial Users but whose violation meets one or more of the criteria contained in paragraphs (c), (d), and (h) below):

- (a) Chronic violations of Discharge limits, defined here as those in which 66 percent or more of wastewater measurements taken for the same pollutant parameter during a six-month period exceed (by any magnitude) a numeric Pretreatment Standard or Requirement, including Instantaneous Limits, as defined by 40 CFR § 403.3(l);
- (b) Technical review criteria (TRC) violations, defined here as those in which 33 percent or more of wastewater measurements taken for each pollutant parameter during a six-month period equals or exceeds the product of the numeric Pretreatment Standard or Requirement, including instantaneous limits, as defined by 40 CFR § 403.3(l), multiplied by the TRC (TRC=1.4 for BOD, TSS, fats, oils and grease, and 1.2 for all other pollutants except pH);
- (c) Any other Discharge in violation of a Pretreatment Standard or Requirement as defined by 40 CFR § 403.3(l) (Daily Maximum, long-term average, Instantaneous Limit, or narrative standard) that the Agency determines has caused, alone or in combination with other Discharges, Interference or Pass Through;

- (d) Any Discharge of pollutants that has caused imminent endangerment to the public or to the environment, or has resulted in the Agency's exercise of its emergency authority to halt or prevent such a Discharge;
- (e) Failure to meet, within 90 days after the scheduled date, a compliance schedule milestone contained in a Permit or Temporary Permit or enforcement order for starting construction, completing construction, or attaining final compliance;
- (f) Failure to provide, within 45 days after the due date, any required reports such as baseline monitoring reports, reports on compliance with Categorical Standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;
- (g) Failure to accurately report non-compliance; or
- (h) Any other violations or group of violations of this Ordinance, which may include a violation of BMPs, which the Agency determines will adversely affect the POTW or implementation of this Ordinance.

SECTION 8. CHARGES AND FEES

8.1. Purpose.

It is the purpose of this Section 8 to provide for the recovery of costs from Industrial Users of the POTW for the implementation of the program established herein. The amounts of the applicable charges or fees shall be established and modified from time to time by the Agency's Board of Directors.

8.2. Fees, Charges and Deposits.

- (a) The Agency may adopt charges and fees, which may include:
 - i. Fees for reimbursement of the costs of setting up and operating the Agency's activities under this Ordinance;
 - ii. Fees for monitoring, inspections and surveillance procedures;
 - iii. Fees for reviewing accidental Discharge procedures;
 - iv. Permit and Temporary Permit application fees;
 - v. Fees for filing appeals;
 - vi. Permit and Temporary Permit wastewater contribution fees; and

vii. Other fees and charges as the Agency may deem necessary to carry out the requirements of this Ordinance.

(b) The Agency may require any applicant for a Permit or Temporary Permit to provide an initial deposit for any of its fees as a precondition of Permit or Temporary Permit issuance. If no Discharge is made, the Agency will refund the deposit, less that amount of administrative costs incurred by the Agency.

8.3. Separate Fees and Charges.

The fees and charges under this Section 8 relate solely to this Ordinance and shall be separate from all other fees and charges that the Agency may impose.

8.4. Time Fees and Charges Become Due; Appeal.

All fees and charges shall be paid within 30 days after the date of an Agency bill therefor. Any bill sent by the Agency is sent as a courtesy and failure to receive a bill does not relieve an Industrial User of responsibility to pay. A bill becomes delinquent 30 days after it is due to the Agency. Industrial Users desiring to dispute fees and charges imposed by the Agency must file a written appeal with the General Manager and pay the full amount of the fees and charges within 30 days of being notified of the fees and charges. Where an appeal has merit, the General Manager shall convene a meeting on the matter within 30 days of receiving the appeal from the Industrial User. In the event the Industrial User's appeal is successful, the fees and charges, together with any interest accruing thereto, shall be returned to the Industrial User.

8.5. Penalty for Late Payment.

Unpaid fees and charges shall, after 30 calendar days, be assessed an additional penalty of 10 percent of the unpaid balance, and interest shall accrue thereafter at the rate of one percent per month.

8.6. Failure to Pay Fees and Charges.

After the fees and charges have remained delinquent for 60 days, the Agency may record a lien against the Industrial User's property for any unpaid fees or charges, in addition to any remedy authorized by any Agency ordinance for untimely payment of fees or charges, or otherwise permitted by law, including but not limited to revoking the Permit or Temporary Permit and terminating the Industrial User's connection to the POTW.

SECTION 9. ADMINISTRATION AND ENFORCEMENT

9.1. Responsibility for Administration and Enforcement.

(a) The General Manager shall administer, implement and enforce the provisions of this Ordinance. Any ministerial authorities granted to, or duties imposed upon, the

General Manager may be delegated by him or her to persons acting in the employment of, or under contract to, the Agency.

- (b) In the event an Industrial User discharges wastewater in violation of this Ordinance, the Agency may assess a charge against the responsible Industrial User for any work required to clean or repair facilities owned or used by the Agency, any additional operating and maintenance costs and any direct and indirect costs of the Agency associated with the Industrial User's violation.
- (c) In order to enforce the provisions of this Ordinance, the Agency may correct any violation hereof. The cost of such correction, including, but not limited to any fines or other costs imposed on the Agency by any Federal or State agency or court, shall be payable by the Industrial User violating this Ordinance, or by the owner or tenant of the property upon which the violation occurred, and such cost may be added to any sewer service charge payable in connection with the property. The Agency shall have such remedies for the collection of such costs as it has for the collection of sewer service charges, in addition to any other remedies provided for herein or by law.

9.2. Notification of Violation.

Whenever the Agency finds that any Industrial User has violated, or continues to violate, this Ordinance, any Permit or Temporary Permit, or any prohibition, limitation or requirement contained herein, the Agency shall serve upon such Industrial User a written Notice of Violation. The written Notice of Violation shall state the nature of the violation and provide a reasonable time for the satisfactory correction thereof. The Notice of Violation may set forth a compliance schedule with specific actions that the Industrial User shall undertake in order to correct or prevent the violation. In addition, the Notice of Violation may require inspections or sampling and may impose any other requirements that the Agency deems necessary to correct or prevent the violation.

Within 30 days after the date of the Notice of Violation, the Industrial User shall submit to the Agency an explanation of the violation and a plan for the satisfactory correction and prevention thereof (including specific required actions). Submission of this plan in no way relieves the Industrial User of liability for any violations occurring before or after the date of the Notice of Violation. Nothing in this Section 9.2 shall limit the Agency's authority to take any action, including emergency actions or any other enforcement action, without first issuing a Notice of Violation.

9.3. Consent Orders for Voluntary Compliance.

The Agency may enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with any Industrial User responsible for non-compliance. Such documents will include specific action to be taken by the User to correct the non-compliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued under this Section 9, and shall be

judicially enforceable. Use of a consent order shall not be a bar against, or a prerequisite for, taking any other action against the Industrial User as permitted by law.

9.4. Show Cause Hearing.

When an Industrial User fails to comply with a Notice of Violation or to enter into a consent order under Section 9.3 of this Ordinance, the Agency may issue a Notice of Show Cause Hearing pursuant to Section 9.4.1.

9.4.1. Notice of Show Cause Hearing and Administrative Complaint.

- (a) The Agency may order any Industrial User who violates any provision of this Ordinance to show cause before the Agency Board of Directors, or its designee, why the proposed enforcement action should not be taken. A Notice of Show Cause Hearing shall be served on the Industrial User and shall include the following:
 - (i) The date, time and place of the hearing to be held by the Agency Board of Directors, or its designee, regarding the violation;
 - (ii) The act or failure to act that constitutes the violation;
 - (iii) The provisions of law authorizing civil liability to be imposed;
 - (iv) The proposed enforcement action, including the amount of the administrative fine which the Agency proposes to impose; and
 - (v) A statement that the Industrial User may show cause why the proposed enforcement action should not be taken.
- (b) The Notice of Show Cause Hearing shall be served personally, or by registered or certified mail, on the Industrial User, and shall state that a show cause hearing shall be conducted within 60 days after the date of service. Service may be made on any Authorized Representative.
- (c) The Notice of Show Cause Hearing shall be deemed the Agency's administrative complaint.
- (d) The show cause hearing shall be held within 60 days after service of the Notice of Show Cause Hearing.
- (e) Any Industrial User may waive its right to a show cause hearing under this Section 9.4.

9.4.2. Hearing Officer.

The Agency Board of Directors may itself conduct the hearing, take the evidence and render a decision, or may designate any of its members, or any officer or employee of the Agency, to conduct the hearing, take the evidence and render a decision.

9.4.3. Hearing Testimony and Transcript.

At any hearing held pursuant to this Ordinance, testimony taken must be under oath and recorded. The transcript will be made available to any member of the public or any party to the hearing upon payment of the charges therefor.

9.4.4. Issuance of Order.

- (a) After the Agency Board of Directors or its designee has reviewed the evidence, it may issue an order to the Industrial User responsible for the violation, directing that, following a specified time period, the Discharge be discontinued, unless the Industrial User satisfies the requirements of any compliance order or cease and desist order issued by the hearing officer, pursuant to Sections 9.5 and 9.6, respectively, of this Ordinance.
- (b) The hearing officer may require the payment of any administrative fine authorized by Section 9.9 of this Ordinance or by law.
- (c) The hearing officer's decision and orders shall be served personally, or by certified or registered mail on the Industrial User. Service may be made on any Authorized Representative.

9.4.5. Appealing Decision of Hearing Officer.

If the Agency Board of Directors did not act as the hearing officer, any Industrial User dissatisfied with the decision of the hearing officer may appeal any orders or fines issued by the hearing officer to the Agency's Board of Directors within 30 days after receipt of the hearing officer's decision. The Agency Board of Directors shall review only the evidence before the hearing officer and render a decision, without any additional hearing, within 60 days from the date of the appeal. If warranted, the Agency Board of Directors may assess any administrative fine authorized by this Section 9 or by law.

9.4.6. Judicial Review of Agency's Decision.

Pursuant to Government Code section 54740.6, any Industrial User may seek judicial review of any decision of the Agency's Board of Directors under this Section 9.4.

9.5. Compliance Orders.

When, after the hearing, the Agency finds that an Industrial User has violated, or continues to violate, any provision of this Ordinance, any Permit or Temporary Permit or any order issued hereunder, or any other Pretreatment Standard or Requirement, the Agency may issue an order to the Industrial User responsible for the Discharge directing the Industrial User to come into compliance within a time specified in the order. If the Industrial User does not come into compliance within the time specified in the order, sewer service may be discontinued. Compliance orders may contain requirements to address the non-compliance, including installation of adequate pretreatment facilities, devices or other related appurtenances, and additional self-monitoring and management practices designed to minimize the amount of pollutants discharged to the POTW. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the Industrial User.

9.6. Cease and Desist Orders.

When, after the hearing, the Agency finds that an Industrial User has violated, or continues to violate, any provision of this Ordinance, any Permit or Temporary Permit, or any order issued hereunder, or any other Pretreatment Standard or Requirement, or that the Industrial User's past violations are likely to recur, the Agency may issue an order to the Industrial User directing it to cease and desist all such violations and directing the Industrial User to: (a) immediately comply with all requirements; and (b) take such appropriate remedial or preventative action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the Discharge. Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the Industrial User.

9.7. Termination of Service.

The Agency may suspend sewer service and/or a Permit or Temporary Permit when such suspension is necessary, in the opinion of the Agency, in order to stop an actual or threatened Discharge which presents or may present an imminent or substantial endangerment to the health or welfare of persons or to the environment, causes Interference or Pass Through, or causes the Agency to violate any condition of its WDRs or otherwise impairs POTW operations or facilities.

Any Industrial User notified of a suspension of its sewer service and/or Permit or Temporary Permit shall immediately stop or eliminate the Discharge. In the event of the Industrial User's failure to comply voluntarily with the suspension order, the Agency shall take such steps as deemed necessary, including immediate physical severance of the sewer connection, to prevent or minimize damage to the POTW or endangerment to any individuals. The Agency shall reinstate the Permit or Temporary Permit and/or the sewer service upon proof of the elimination of noncompliance and payment of all fees, charges and penalties imposed by the Agency and/or Lahontan Regional Water Quality Control Board. A detailed written statement submitted by the Industrial User describing the causes of the harmful contribution and the measures taken to

prevent any future occurrence shall be submitted to the Agency within 15 days after the date of suspension of sewer service.

9.8. Revocation of Permits.

In addition to the reasons enumerated in Section 3.7 of this Ordinance, the Agency reserves the right to revoke any Permit or Temporary Permit issued under this Ordinance for any of the following reasons:

- (a) Failure of an Industrial User to factually report wastewater constituents and characteristics of its Discharge;
- (b) Failure of an Industrial User to report significant changes in operations, including Discharge of Slug Loads, or wastewater constituents and characteristics;
- (c) Refusal of reasonable access to the Industrial User's premises for the purpose of inspection or monitoring; or
- (d) Violation of any order issued pursuant to this Section 9, any Pretreatment Standard or Requirement, any terms of the Permit or Temporary Permit, or this Ordinance.

9.9. Administrative Fines.

- (a) When, after the hearing, the Agency finds that an Industrial User has violated or continues to violate any provision of this Ordinance, any Permit or Temporary Permit, any order issued hereunder, or any Pretreatment Standard or Requirement, the Agency may impose an administrative fine in an amount which shall not exceed:
 - (i) \$2,000 for each day for failing or refusing to furnish technical or monitoring reports to the Agency;
 - (ii) \$3,000 for each day for failing or refusing to timely comply with any compliance schedule established by the Agency;
 - (iii) \$5,000 per violation for each day for Discharges in violation of any waste discharge limitation, or in violation of any Pretreatment Standard or Requirement or any Permit or Temporary Permit condition or requirement issued, reissued, or adopted by the Agency; and
 - (iv) \$10 per gallon of Discharge for Discharges into the POTW in violation of any cease and desist order, or other orders or prohibitions, issued, reissued, or adopted by the Agency.
- (b) Unless the Industrial User timely seeks judicial review, all administrative fines shall become effective and final upon issuance, and payment shall be made within 30

days. Unpaid administrative fines shall, after 30 calendar days, be assessed additional penalties as allowed by law. After the administrative fines have remained delinquent for 60 days, the Agency may record a lien against the Industrial User's property for any unpaid administrative fines. The Agency may add to the administrative fine any costs associated with preparing any administrative enforcement action.

- (c) Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the Industrial User.
- (d) Administrative fines under this Section 9.9 may not be imposed in addition to civil penalties obtained pursuant to Section 9.10.2 of this Ordinance.
- (e) All administrative fines collected by the Agency shall be deposited into a special account of the Agency and shall be made available for the monitoring, treatment, and control of Discharges into the POTW or for other mitigation measures.

9.10. Judicial Enforcement Remedies.

9.10.1. Injunctive Relief.

When the Agency finds that an Industrial User has violated, or continues to violate, any provision of this Ordinance, any Permit or Temporary Permit, or any order issued hereunder, or any Pretreatment Standard or Requirement, the Agency may petition the applicable Superior Court for issuance of a temporary or permanent injunction, as appropriate, which restrains the violation or compels the specific performance of the Permit, Temporary Permit, order, or other requirement imposed by the Agency under this Ordinance on activities of the Industrial User. The Agency also may seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the Industrial User to conduct environmental remediation. A complaint for injunctive relief shall not be a bar against, or prerequisite for, taking any other action against the Industrial User.

9.10.2. Civil Penalties.

- (a) An Industrial User which has violated or continues to violate any provision of this Ordinance, any Permit or Temporary Permit, or any order issued hereunder, or any Pretreatment Standard or Requirement, or who willfully or negligently failed or fails to comply with any provision of this Ordinance, the orders, rules, regulations of the Agency, or a Permit or Temporary Permit issued hereunder, may be subject to a civil penalty of not less than \$1,000, nor more than \$25,000, per violation per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.
- (b) The Agency may recover expenses associated with enforcement activities, including sampling and monitoring expenses and the cost of any actual damages incurred by the Agency.

- (c) The Agency may petition the applicable Superior Court to recover civil penalties under this Section. In determining the amount of civil liability, the Court shall take into account all relevant circumstances, including, but not limited to, the extent of the harm caused by the violation, the magnitude and duration, any economic benefit gained through the Industrial User's violation, corrective actions by the Industrial User, the compliance history of the Industrial User, and any other factor the Court determines is relevant, or as justice may require.
- (d) Filing suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against the Industrial User.

9.10.3. Criminal Prosecution.

The Agency may file against an Industrial User who has violated, or continues to violate, any provision of this Ordinance, any Permit or Temporary Permit, or any order issued hereunder, or any Pretreatment Standard or Requirement, a criminal complaint under Penal Code section 374.2 or other applicable law with the applicable County District Attorney or other appropriate law enforcement official. An Industrial User found guilty of a criminal offense may be subject to imprisonment for up to 24 months, and a fine of not less than \$5,000 and not more than \$25,000.

9.11. Falsifying Information.

Any Person who knowingly makes any false statements, representations, or certifications in any application, record, report, plan, or other document filed or required to be maintained pursuant to this Ordinance or any Permit or Temporary Permit, or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this Ordinance, shall, upon conviction, be punished by a fine of not more than \$10,000, or by imprisonment for not more than five years, or by both fine and imprisonment.

9.12. Costs.

In addition to the penalties provided in this Section 9, the Agency may recover reasonable attorney's fees, court costs, court reporters' fees and other expenses of litigation from the Industrial User found to have violated this Ordinance, Pretreatment Standards or Requirements, or the orders, rules, regulations of the Agency, or a Permit or Temporary Permit issued hereunder.

9.13. Remedies Non-Exclusive.

The remedies set forth in this Ordinance are not exclusive remedies, except as otherwise provided in this Section 9. The Agency reserves the right to take any, all, or any combination of these actions against a non-compliant Industrial User. The Agency reserves the right to take other action against any Industrial User when the circumstances warrant. Further, the Agency is empowered to take more than one enforcement action against any non-compliant Industrial User. These actions may be taken concurrently.

9.14. Affirmative Defenses to Discharge Violations.

9.14.1. Upset.

- (a) For the purposes of this section, "Upset" means an exceptional incident in which there is an unintentional and temporary non-compliance with Applicable Pretreatment Standards because of factors beyond the reasonable control of the Industrial User. An Upset does not include non-compliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventative maintenance, or careless or improper operation.
- (b) An Upset shall constitute an affirmative defense to an action brought for non-compliance with Applicable Pretreatment Standards if the requirements of subsection (c) of this Section 9.14.1 are met.
- (c) An Industrial User who wishes to establish the affirmative defense of Upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - (i) An Upset occurred and the Industrial User can identify the cause(s) of the Upset;
 - (ii) The facility was, at the time of the Upset, being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures;
 - (iii) The Industrial User has submitted the following information to the Agency within 24 hours of becoming aware of the Upset (if this information is provided orally, a written submission must be provided within five days):
 - (1) A description of the Discharge and cause of non-compliance;
 - (2) The period of non-compliance, including exact dates and times or, if not corrected, the anticipated time that non-compliance is expected to continue; and
 - (3) Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the non-compliance.
- (d) In any enforcement proceeding, the Industrial User seeking to establish the occurrence of an Upset shall have the burden of proof.
- (e) Industrial Users will have the opportunity for a judicial determination on any claim of Upset only in an enforcement action brought for non-compliance with Applicable Pretreatment Standards.

- (f) Industrial Users shall control production of all Discharges to the extent necessary to maintain compliance with Applicable Pretreatment Standards upon reduction, loss or failure of their treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost, or fails.

9.14.2. Prohibited Discharge Standards.

An Industrial User shall have an affirmative defense to an enforcement action brought against it for non-compliance with Section 2 if it can prove that it did not know, or have reason to know, that its Discharge, alone or in conjunction with Discharges from other sources, would cause Pass Through or Interference and that either: (a) a Local Limit exists for each pollutant discharged and that the Industrial User was in compliance with each limit directly prior to, and during, the Pass Through or Interference; or (b) no Local Limit exists, but the Discharge did not change substantially in nature or constituents from the Industrial User's Discharge when the Agency was regularly in compliance with any of its WDRs, and in the case of Interference, was in compliance with applicable sludge use or disposal requirements.

9.14.3. Bypass.

- (a) For the purposes of this Section:
 - (i) "Bypass" shall mean the intentional diversion of waste streams from any portion of the Industrial User's facility.
 - (ii) "Severe property damage" means substantial physical damage to property, damage to treatment facilities rendering them inoperable, or any substantial or permanent loss of natural resources which can reasonably be expected to occur in the absence of a Bypass. Severe property damage does not include economic loss.
- (b) An Industrial User may allow any Bypass to occur if: (i) it does not cause applicable Pretreatment Standards or Requirements, or a term or condition in a Permit or Temporary Permit, to be violated; and (ii) it is for essential maintenance to ensure efficient operation. These Bypasses are not subject to paragraphs (c) and (d) of this Section 9.14.3.
- (c) If an Industrial User knows in advance of the need for a Bypass, the Industrial User shall provide at least 10 days written notice thereof to the Agency, if possible. If an unanticipated Bypass occurs that causes the Industrial User to exceed Applicable Pretreatment Standards or to violate terms and conditions in a Permit or Temporary Permit, the Industrial User shall provide notice thereof to the Agency within 24 hours of becoming aware of the Bypass. Within five days following a Bypass, the Industrial User shall provide the Agency: (1) a description of the Bypass; (2) cause

of the Bypass; (3) duration, including exact dates and times, of the Bypass; (4) if the Bypass has not been corrected, the anticipated time it is expected to continue; and (5) steps that the Industrial User will undertake to reduce or eliminate the recurrence of the Bypass. The Agency may, on a case-by-case basis, waive this written reporting requirement.

- (d) Bypass is prohibited, and the Agency may pursue an enforcement action against any Industrial User for a Bypass, unless all of the following are met:
 - (i) The Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - (ii) There were no feasible alternatives to the Bypass. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a Bypass which occurred during normal periods of equipment downtime or preventative maintenance; and
 - (iii) The Industrial User submitted notice required under subsection (c) of this Section 9.14.3.

SECTION 10. INCORPORATION OF AGENCY RULES AND REGULATIONS

The Agency's ordinances, rules and regulations, to the extent they are not inconsistent with the provisions of this Ordinance, are hereby incorporated and shall be enforceable under this Ordinance.

SECTION 11. INCORPORATION OF AGENCY PERMIT TERMS AND CONDITIONS

The terms and conditions contained in the Agency's Revised Waste Discharge Requirements (Board Order No. R6T-2002-0030), dated May 9, 2002, as such may be amended from time to time, to the extent they are not inconsistent with the provisions of this Ordinance, are hereby incorporated and shall be enforceable under this Ordinance.

SECTION 12. SEVERABILITY

If any provision, paragraph, word, section or article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, and sections shall not be affected and shall continue in full force and effect.

SECTION 13. EFFECTIVE DATE

This Ordinance is effective 30 days after April 15, 2015 and supersedes Agency Ordinance No. 3-89 on such date.

SECTION 14. PUBLICATION AND POSTING

This Ordinance shall be posted within the Agency in at least three (3) conspicuous places within ten days after adoption.

SECTION 15. INCONSISTENCY

To the extent that the terms and provisions of this Ordinance may be inconsistent or in conflict with the terms or provisions of any prior Agency ordinances, resolutions, rules or regulations governing the same subject, the terms of this Ordinance shall prevail with respect to the subject matter thereof, and such inconsistent or conflicting provisions of prior ordinances, resolutions, rules or regulations are hereby repealed.

Passed and adopted at a meeting of the Board of Directors of Tahoe-Truckee Sanitation Agency on this 15 day of April 2015 at Truckee, California, by the following vote:

AYES: Directors Butterfield, Cox, Henrikson, Lewis, and Northrop
NOES: None
ABSENT: None
ABSTAIN: None



O.R. Butterfield, President
Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

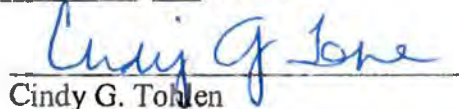
ATTEST:



Secretary of the Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

CERTIFICATE

I hereby certify that the foregoing is a full, true and correct copy of Ordinance 1-2015, duly and regularly adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency, County of Nevada, State of California, on 15 April, 2015.



Cindy G. Tolten
Assistant Secretary of the Board
TAHOE-TRUCKEE SANITATION AGENCY

Lahontan T-TSA Ordinance 2-2015

ORDINANCE 2-2015

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF
TAHOE-TRUCKEE SANITATION AGENCY
SETTING FORTH THE RULES AND REGULATIONS
GOVERNING THE AGENCY'S
REGIONAL SEWERAGE SYSTEM**

BE IT ORDAINED by the Board of Directors of the Tahoe-Truckee Sanitation Agency that it hereby adopts the following rules and regulations governing its sewage works:

SECTION 1. INTRODUCTION.

The Tahoe-Truckee Sanitation Agency (T-TSA or Agency) was formed in 1972 to implement a regional wastewater management program encompassing the combined areas of the North Tahoe Public Utility District, the Tahoe City Public Utility District, the Alpine Springs County Water District, the Squaw Valley Public Services District, and the Truckee Sanitary District. The regional project consisted of an advanced waste treatment facility and interceptors from Tahoe City to Truckee. Upon completion of the project, flows from six existing individual treatment plants were consolidated into the regional plant. In August 1978, average flows to the plant approached 3.8 million gallons per day (MGD). It was determined that the capacity remaining in the plant would probably be sufficient to accommodate about three years' growth in the T-TSA service area. In response to this situation, T-TSA commissioned engineering and environmental studies to examine options available to the Agency for meeting its statutory responsibilities to provide for regional wastewater treatment and disposal. As a result of these studies, T-TSA proceeded with the design and construction of an expansion to the treatment facility. This expansion to a capacity of 7.4 MGD was completed in 1982. In 2008, T-TSA completed another wastewater treatment plant expansion project, which further increased the plant capacity to 9.6 MGD.

The T-TSA Board of Directors has established T-TSA connection charges which fund capital projects, projects which allow T-TSA to maintain a high level of service, and expansion projects. The T-TSA Board of Directors also has established sewer service charges which fund operations, maintenance, and facility replacement and upgrade costs.

SECTION 2. DEFINITIONS.

As used in these rules and regulations unless the context requires otherwise:

AGENCY means the Tahoe-Truckee Sanitation Agency (T-TSA).

AGENCY BOARD OF DIRECTORS means the governing body of the Tahoe-Truckee Sanitation Agency.

ALLOCATION means the sum of the billing units for a parcel.

APPLICANT means the person making application for a T-TSA sewer connection permit, and shall be the owner of the parcel to be served by the sewage works, or means the owner's agent.

BANQUET FACILITIES means a designated area that is occasionally used by commercial establishments for restaurant seating for groups of customers in addition to the regularly used restaurant seating. The billing units for banquet facilities are based upon the maximum number of seats used as banquet seats on the property at any one time. Banquet seating shall not be used in the day-to-day operation of a restaurant; or for more than 50% of the time; or for non-banquet purposes. Seats that do not meet these criteria for banquet seats shall be rated as restaurant seats.

BAR SINK shall mean a single square or rectangular sink which does not exceed 15 inches in length or width, and seven (7) inches in depth; or a round sink which does not exceed 15 inches in diameter and seven (7) inches in depth.

BARBER SHOP means an establishment whose primary purpose is the washing, cutting, and styling of hair and where color tints or dyes are not used, and permanents are not given.

BEAUTY SHOP means an establishment whose primary purpose is the washing, cutting, and styling of hair and where color tints or dyes are used and/or permanents are given.

BENCH SEATING When counting the number of seats in an establishment that is rated according to the number of seats and the seats are provided on a bench, 20 inches of benching will be considered as one seat. Each bench will be counted in increments of 20 inches; fractional seats will not be charged.

BILLING UNIT reflects the estimated measurement of the potential flow and strength of wastewater delivered to the sewage works as such billing units are shown on Exhibits A and B to these rules and regulations and are used in determining sewer service and connection charges.

BOOTH SEATING When counting the number of seats in an establishment that is rated according to the number of seats and seats are provided in a booth, 24 inches of booth seating will be considered as one seat. The booth seat will be counted in increments of 24 inches; fractional seats will not be charged.

BOD (Biochemical Oxygen Demand) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20 C, expressed in milligrams per liter.

BUILDING means any structure used for human habitation, employment or place of business, recreation or other purpose, requiring use of the sewage works.

CAR WASH FACILITIES shall be charged, for purposes of connection charges and service charges, according to the type and number of carwash bays. Drive-through and wand-type bays using recycled water will be charged on the basis of equivalent residential unit water usage (200 gallons per day) according to the metered water flow from the car wash and allowing a 25% credit for water that does not enter the sanitary sewer system. Bays that are not separately metered will be charged the equivalent of four (4) residential units per bay. Charges for bays not using recycled water systems will be evaluated on an individual basis according to the total water use at the parcel occupied by the car wash facility, as determined by T-TSA staff. The semi-annual service charges shall be calculated and assigned an "S" billing rating.

CLEANOUT means a sealed aperture permitting access to a sewer pipe for cleaning purposes.

COMMERCIAL ESTABLISHMENT means any structure used other than as a residential unit as defined in these rules and regulations, and would include structures used for manufacturing and industrial purposes.

CONFERENCE FACILITIES means facilities that are used only for conducting conferences intermittently throughout the year by groups of people that may vary significantly in number. The billing units for these facilities are based upon the number of plumbing fixture units in the areas used exclusively for conferences and are generally rated as public plumbing fixture units.

CONNECTION means when a building's sewer is connected to the sanitary sewer system.

CONNECTION CHARGE means the charge imposed to connect a building to the sewage works, the amount of which depends on the number of billing units associated with the building.

CONTRACTOR means an individual, firm, corporation, partnership or association duly licensed or approved by the state to perform the type of work to be done under the permit.

DAY CARE FACILITIES means the use of buildings principally for daycare for children, including pre-schools, and for purposes of connection charges and service charges, shall be charged according to the number of plumbing fixture units.

DENTAL UNITS means the suction system used to extract liquid and debris from a patient's mouth during dental procedures.

FIXTURE UNITS means fixture unit load values for drainage piping and plumbing, and shall be as specified herein; or, if not included herein, as specified in the applicable Uniform Plumbing Code, California plumbing laws and associated administrative rules and regulations.

GARBAGE means all animal and vegetable wastes from the preparation, cooking and dispensing of food, or the commercial or industrial processing thereof.

GUEST QUARTERS means an area with separate sleeping quarters with a bathroom, but without a kitchen sink, kitchen, or cooking facilities of any kind, which is rented on a month-to-

month basis. For purposes of service charges, a guest quarters shall be charged equivalent to a motel without a kitchen.

INDUSTRIAL WASTE means any liquid, gaseous, radioactive, or solid waste substance or a combination thereof, resulting from any process of industry or manufacturing, or from the development or recovery of any natural resources.

INSPECTOR means the person designated by the Agency, a member entity or a public entity served by contract with a member entity to (1) inspect the residence or business service connection, sewer installation and related work, and/or (2) inspect the building in order to determine the billing units to be charged the parcel.

INTERCEPTOR means a major sewer line that collects wastewater from several trunk sewers or pumping stations and conveys it to the sewage treatment plant.

KITCHEN SINK means a sink with dimensions that are larger than a bar sink and may be utilized for food preparation.

LOCK-OFF / LOCK-OUT UNIT means part of a timeshare, condominium or townhouse unit which can be separated from the unit by locking a communicating door and can be accessed by another door which enters a hallway or the outdoors and which may be made for hire. For purposes of connection charges and service charges, such a unit with a kitchen shall be charged equivalent to a motel with a kitchen; and such a unit without a kitchen shall be charged equivalent to a motel without a kitchen.

MEMBER ENTITY means NORTH TAHOE PUBLIC UTILITY DISTRICT, TAHOE CITY PUBLIC UTILITY DISTRICT, ALPINE SPRINGS COUNTY WATER DISTRICT, SQUAW VALLEY PUBLIC SERVICES DISTRICT, AND TRUCKEE SANITARY DISTRICT.

MEDICAL PROFESSIONAL SINK means a sink located in a medical professional office, which is used only by the medical professional staff, i.e. sink in an examining room used primarily for hand-washing.

MOTEL UNIT OR HOTEL UNIT means each guest room in a motel, hotel, or bed and breakfast that is only made available for use, rental or hire for the purpose of furnishing transient living accommodations on a day-to-day basis. If food is prepared and served on the premises, the seats in the dining area shall be counted as restaurant seats. If common restrooms are provided to the public, the plumbing fixtures in the restrooms shall be counted as plumbing fixture units at the public rate.

MOTEL OR HOTEL UNIT WITH KITCHEN shall mean each guest room in a motel, hotel, or bed and breakfast that is only made available for use, rental or hire for the purpose of furnishing transient living accommodations on a day-to-day basis and contains a kitchen sink and/or cooking facilities, except those guest rooms that contain no kitchen sink and only a microwave oven

MULTIPLE USE FIXTURES means plumbing fixture units in a restroom that is shared by both restaurant patrons and other business patrons (as in some major ski areas), and where restrooms are not located in the restaurant and are not provided solely for the use of restaurant patrons. A credit will be applied against the total number of plumbing fixture units to allow for the multiple uses of the fixtures. This credit will be based upon the number of restaurant seats as indicated in Exhibit A attached hereto. Each increment of restaurant seats shall be given the corresponding plumbing fixture unit credit noted in Exhibit A; provided that in no event shall there be charged less than the plumbing fixture units shown in the column for that restaurant seat increment.

OWNER means the person, corporation, partnership, or other legal entity, which is shown as the owner of a particular parcel on the County assessor's records.

PARCEL is synonymous with "lot". A "lot" may be assigned more than one county assessor's parcel number, or several lots may be assigned one assessor's parcel number.

PERMIT means any written authorization required pursuant to this or any other regulation of the Agency, a member entity, or a public entity under contract with a member entity for the discharge of wastewater into, or connection to, the sewage works or a sanitary sewer system of a member entity or a public entity under contract to a member entity which system is connected to the sewage works.

PERSON means the state, any individual, public or private corporation, political subdivision, governmental agency, municipality, industry, partnership, association, firm, trust, estate, or any other legal entity whatsoever.

pH is a measure of the acidity or alkalinity of a substance expressed in standard units.

PRIVATE PLUMBING FIXTURES means those plumbing fixtures that are intended for the use of an individual, or that are limited to the use of the employees of a business; provided that the number of employees in that business at any one time does not exceed the ratio of five (5) employees per toilet or urinal per restroom. When there is a toilet or urinal that solely serves one business, it will be rated as private plumbing fixtures if the number of employees associated with that business does not exceed five (5).

PUBLIC ENTITY means a city or county, any special district organized under the laws of the State of California, or any other public corporation or agency of the state having power to acquire, construct and operate facilities for the collection, treatment and/or disposal of sewage, industrial waste, or stormwater of such entity and its inhabitants.

PUBLIC PLUMBING FIXTURES means those plumbing fixtures (1) in a business which are for unrestricted use by clients or customers of the business, or members of the public; (2) which are located in places to which the public is invited or places that are frequented by the public without special permission; or (3) other installations where plumbing fixtures are installed so that their use is similarly unrestricted. It also shall mean those plumbing fixtures which are intended for

the use of the employees in the business where the number of employees in the business at any one time exceeds the ratio of five (5) employees per toilet or urinal per restroom.

RESIDENTIAL UNIT means an independent, separable living space with a kitchen sink, kitchenette and/or any cooking facilities, a sleeping area, and at least one full bathroom, including, but not limited to: (a) single family dwelling, (b) multiple dwelling unit (duplex, triplex, fourplex, etc.), (c) apartment, (d) timeshare unit, (e) mobile home (f) park model (a modular home with wheels) (g) trailer, (h) condominium, (i) townhouse, or (j) campsite directly connected to the sewage works that is inhabited for more than six (6) months and/or is occupied by recreational vehicles that have skirting and/or a roof and/or a constructed entryway.

SANITARY SEWER SYSTEM means the system of interceptors, trunk sewers, main sewers, lateral sewers, outfall lines, and pumping stations of a member entity or of a public entity served by contract with a member entity for the collection of wastewater and to which storm, surface, and groundwater are not intentionally admitted.

SEASONAL SEATING means seating which is located outside a business that is rated and charged according to the number of seats.

SEWER CONNECTION PERMIT means a permit from the Agency which authorizes a parcel's connection to the sewage works.

SEWAGE TREATMENT PLANT means the Agency's facilities used to treat and dispose of wastewater delivered by a member entity.

SEWER means a pipe or conduit for carrying sewage.

a. BUILDING SEWER means that part of the piping of a drainage system which begins at a point five (5) feet outside the established line of the building or structure and which receives discharge from the building, drain or drains, and conveys such discharge from the building to the property line.

b. COMBINED SEWER means a sewer that receives and carries stormwater and sewage.

c. MAIN SEWER means a sanitary sewer designed to accommodate sewage flow from more than one building sewer and is part of a sanitary sewer system.

d. OUTSIDE SEWER means a sewer beyond the limits of the Agency not subject to control or jurisdiction of the Agency.

e. PRIVATE SEWER means a sewer serving an independent sewage disposal system not connected to a sanitary sewer system and which accommodates one or more buildings or industries.

f. PUBLIC SEWER means a sewer that is controlled by or under the jurisdiction of the Agency, a member entity or a public entity under contract to a member entity.

g. SANITARY SEWER means a sewer that carries sewage and to which storm, surface and groundwater are not intentionally admitted.

h. LATERAL SEWER means the sewer line beginning at the property line of any building and terminating at the main sewer and connects the building sewer to the main sewer.

i. STORM SEWER means a sewer that carries only such drainage as stormwater, surface water, street wash water, and groundwater.

j. TRUNK SEWER means a major sewer line that collects sewage from main sewers and conveys it to an interceptor, influent outfall, pump station, or treatment facility.

SEWAGE WORKS means all of the Agency's facilities for collecting, pumping, treating, and disposing of sewage.

SEWER SERVICE CHARGES means a charge for the use of, or the availability to use, the sewage works, and are imposed on all parcels connected to the sewage works regardless of actual use.

SKI CLUB means an establishment which makes rooms available for use by members of a club or group on a temporary basis for periods of two weeks or less at a time.

SNACK BAR means a food service establishment that uses only disposable products for food service and does not provide seating for the use of its customers.

STREET means any public highway, road, street, avenue, alley, way, public easements, or other rights-of-way.

SURGE means any discharge into a sanitary sewer system or the sewage works of water, sewage, or industrial waste which contains a concentration for any given constituent or contains a quantity of flow that exceeds for any period of duration longer than fifteen (15) minutes more than five (5) times the average twenty-four (24) hour concentration of such of constituent or quantity of flow during operations without a surge.

SUSPENDED SOLIDS means solids that either float on the surface or are in suspension in water, sewage, or other liquids.

SWIMMING POOL means all public or private swimming or wading pools containing 2,000 gallons of water or more; provided that pools for single family residences are exempt from any charges.

TRAP means a fitting or device that provides a liquid seal to prevent the emission of sewer gas or air without materially affecting the flow of sewage or wastewater through it.

WASTE means sewage and any and all other waste substances, such as liquid, solid, gaseous or radioactive, that are associated with human habitation, or of human or animal origin, or are from any producing, manufacturing, or processing operation of whatever nature, including but not limited to such waste placed within containers of whatever nature prior to, and for purposes of, disposal.

SECTION 3. APPLICATION, PERMIT AND INSPECTION PROCEDURES.

A. No person shall connect to any part of a sanitary sewer system and/or the sewage works without first making an application for sewer service and securing a permit from a member entity or a public entity under contract with a member entity, and a Sewer Connection Permit from the Agency for such connection. Agency billing units are associated with the parcel for which application for service is made and a Sewer Connection Permit is issued, and neither such permit nor such billing units are transferable to any other parcel, except as otherwise provided in these rules and regulations.

The usage of a Sewer Connection Permit for a parcel other than the parcel for which the Sewer Connection Permit was issued shall be considered an unauthorized use and is prohibited.

A person making application for connection to a sanitary sewer system shall pay Agency sewer connection charges before a Sewer Connection Permit to connect is issued, but in no event later than prior to commencement of discharge to the sanitary sewer system. Except as otherwise provided, the member entity or public entity served by contract with a member entity will issue the Agency's Sewer Connection Permit. If, at the time of application for service, capacity in the sewage works is not available, the application shall be denied.

If a parcel is discharging to a sanitary sewer system, and the owner thereof proposes any change to the parcel which would result in more billing units than the allocation for the parcel in the Sewer Connection Permit, then the owner shall apply for a new permit before making any such change. If there is capacity in the sewage works and the sanitary sewer system to which the parcel is connected, then the Agency shall issue a new Sewer Connection Permit upon payment of the sewer connection charges associated with the additional billing units. No person shall increase the billing units associated with a parcel from that stated in the Sewer Connection Permit without first making such application for and obtaining a new Sewer Connection Permit, and payment of the associated sewer connection charges. If an increase is made without first applying for such increase, then sewer connection charges associated with the increase, plus any penalties, shall be paid within thirty (30) days after the date of a bill therefor from the Agency; provided that capacity is available to serve the additional billing units. If capacity is not available, the additional billing units must be disconnected and removed from the parcel immediately.

B. An application for sewer service for commercial, industrial or manufacturing purposes shall be reviewed and considered by the Agency for compliance with these rules and regulations and the Agency's pretreatment ordinance. The applicant shall provide the Agency with the plans for the development of the parcel. The Agency will issue a Sewer Connection Permit for the parcel upon compliance with these rules and regulations and any applicable provisions of the Agency's pretreatment ordinance, and payment of Agency sewer connection charges. No connection to the sanitary sewer system and/or sewage works shall be made until the permit of the member entity or public entity served by contract with a member entity, and the Agency's Sewer Connection Permit are issued.

The Agency does not warrant the accuracy of the billing units determined or sewer connection charges imposed on behalf of the Agency by a member entity or by a public entity served by contract with a member entity, and specifically reserves the right to revise said billing units or sewer connection charges after the application for sewer service is received by the Agency from a member entity or a public entity served by contract with a member entity. The Agency shall notify the applicant of any such revision. Any additional sewer connection charges due shall be paid within 30 days after the date of said notification. Any refund owed the applicant shall be paid with the notice.

C. A Sewer Connection Permit shall be canceled if the parcel is not connected to the sanitary sewer system and/or sewage works within four years from the date of the Sewer Connection Permit or if the permit issued by the member entity or a public entity served by contract with a member entity is canceled prior to the time that the parcel is connected, whichever occurs first. Sewer connection charges are nonrefundable except if the permit is canceled consistent with the preceding sentence. If work under an Agency's Sewer Connection Permit is not commenced and completed within the time specified in the Permit, the Permit shall become void and no further work shall be done until a new Sewer Connection Permit shall have been secured. When an applicant's building permit, for the structure for which the Sewer Connection Permit was issued, expires or is canceled, or a member entity's permit or the permit of a public entity served by contract with a member entity is canceled or expires, the right to connect to the sanitary sewer system and/or sewage works shall be automatically canceled.

D. Agency billing units are not transferable from one parcel to another except in cases where a natural disaster has destroyed an existing structure as approved by the Agency Board of Directors, or when granted by the Agency Board of Directors on a case-by-case basis. The billing units associated with structures exempted from sewer connection charges pursuant to Section 10, Subsection F of these rules and regulations, are not transferable from one parcel to another. In the event that the owner desires to relinquish such billing units, the owner shall not receive any refund of sewer connection charges or otherwise be compensated for such relinquishment.

E. It shall be the duty of the applicant and/or person doing the work authorized by a permit and Sewer Connection Permit to notify the office of the member entity or the public entity served by contract with a member entity, as applicable, and the Agency that said work is ready for inspection.

F. Before an owner commences discharging to the sanitary sewer system and/or sewage works, all sewer construction work shall be inspected and approved by a member entity inspector, by an inspector of a public entity served by contract with a member entity, or by an Agency inspector to insure compliance with all requirements. No sewer shall be covered at any point until it has been inspected and passed for acceptance. No building sewer shall be connected to the sanitary sewer system until the work covered by the permit has been completed, inspected, and approved by the member entity inspector, the inspector of the public entity served by contract with a member entity, or the Agency inspector, or their designees. All sewers shall be tested for leakage in the presence of the applicable inspector and shall be cleaned of all debris accumulated from construction operations.

G. When any work has been inspected and the test results are not satisfactory, a written notice to that effect shall be given instructing the owner of the parcel, or the agent of such owner to repair the sewer or other work authorized by the permit and/or Sewer Connection Permit in accordance with any and all ordinances, rules and regulations of the Agency and the member entity or public entity served by contract with the member entity.

H. All costs and expenses incident to the installation and connection of any sewer or other work for which a permit and Sewer Connection Permit have been issued shall be borne by the owner. The owner shall indemnify the Agency, and the member entity or the public entity served by contract with a member entity from any loss or damage that may directly or indirectly be occasioned by such work.

SECTION 4. MATERIALS AND MANNER OF CONSTRUCTION.

All building sewers, lateral sewers, connections to the main sewer and any other work authorized by a permit and/or a Sewer Connection Permit shall be constructed so as to conform to the requirements of the Uniform Plumbing Code, the State of California plumbing laws, and all applicable rules and regulations and specifications for sewer construction of Placer, Nevada and El Dorado counties, the Town of Truckee, the Agency, its member entities, and those public entities served by contract with a member entity. Old building sewers may be used in connection with new buildings only when they have met all applicable requirements. An encroachment permit must be secured from the county, Town of Truckee, or any other person having jurisdiction there-over by owners or contractors intending to excavate in a public street for the purpose of installing sewers or making sewer connections. The Agency, the member entity, the public entity served by contract with a member entity and their officers, agents or employees shall not be liable for any injury to, or death of, any person or for damage to any property arising during or in connection with the performance of any work by any owner, applicant, and/or their contractor. The owner, applicant and their contractor shall protect, defend, indemnify and hold the Agency and the member entity or the public entity served by contract with a member entity, and their officers, agents and employees harmless from any liability, cost, expense, fee, interest, charge, damages, claim, cause of action, demand or fine arising out of or in any way connected with the performance of their work or any failure which may develop therefrom.

SECTION 5. RESTRICTIONS AS TO USE OF SANITARY SEWER SYSTEM AND SEWAGE WORKS.

A. No building, industrial facility or other structure to be served by the sanitary sewer system and/or sewage works shall be occupied until the owner of the parcel has complied with all rules and regulations of the Agency, and the member entity and/or the public entity served by contract with a member entity, including but not limited to the payment of all applicable sewer connection charges, service charges, and all penalties thereon and is in receipt of a Sewer Connection Permit.

B. No temporary or permanent drainage from excavations, roofs, foundation drains, or surface or groundwater drains, or unpolluted cooling water shall be discharged into the sanitary sewer system or sewage works. .

C. Overflows or drains from private or public swimming pools shall be permitted upon the consent of the Agency and the member entity or a public entity served by contract with a member entity. If swimming pool draining and backwash are proposed to be discharged to a sanitary sewer system and/or sewage works, prior written approval must be obtained from the Agency General Manager. No person shall discharge any substance into a sanitary sewer system or the sewage works without first obtaining a Sewer Connection permit from the Agency and a permit from a member entity or a public entity served by contract with a member entity as provided for in Section 3 of these rules and regulations. The Agency General Manager reserves the right to prohibit the draining of swimming pools into the sewage works when, in his or her opinion, such activity would deleteriously affect the operation of the sewage works--generally March 15 through May 31 and July 1 through September 15, but not inclusively or exclusively. Draining operations shall take place only between the hours of 9 PM and 7 AM or any other time with prior written approval of the Agency General Manager.

D. A member entity or a public entity served by contract with a member entity, and the Agency may deny an application for sewer service if it is determined by the member entity, public entity or Agency, as applicable, that the proposed discharge may harm the sanitary sewer system or sewage works, or there is no capacity in said system and/or works to provide the requested service. All applications for the discharge of industrial waste shall be reviewed by the Agency. The Agency General Manager may direct that certain wastes may require pretreatment before discharge to the sanitary sewer system and/or sewage works in accordance with the requirements of the Agency's pretreatment ordinance and these rules and regulations. Where pretreatment facilities are required, they shall be installed and maintained continuously by the owner at his expense, in satisfactory and effective operation. At the owner's expense, an inspection and sampling manhole shall be constructed, if required by the Agency, and made available to the Agency for examination and testing at any time.

E. No person shall discharge or cause to be discharged any substances, materials, waters or wastes, if it appears likely to the Agency that such could harm the sewers, sanitary sewer system or sewage works, could have an adverse effect on the receiving stream, could otherwise endanger

life, limb or public property, could constitute a nuisance, or would violate standards, rules or regulations of the Regional Water Quality Control Board. In determining the acceptability of the substances, materials, waters or wastes, the Agency will give consideration to such factors as the quantities of the subject substances, materials, waters or wastes in relation to flows and velocities in the sewers, sanitary sewer system or sewage works, degree of treatability at the sewage treatment plant, and other pertinent factors.

F. Combined sewers are prohibited by the Agency.

G. No person shall discharge or cause to be discharged any of the following described substances, materials, waters or wastes to any sanitary sewer system and/or the sewage works

1. Any liquids, solids or gases which by reason of their nature or quantity are, or may be, sufficient, either alone or by interaction with other substances, to cause fire or explosion or be injurious in any other way to a sanitary sewer system or the sewage works. At no time shall two successive readings on an explosion hazard meter, at the point of discharge into the public sewer, or at any point in a sanitary sewer system or the sewage works, be more than 5%, nor shall any single reading be over 10%, of the Lower Explosive Limit (LEL) of the meter. Prohibited materials include, but are not limited to, the following: gasoline, kerosene, naphtha, benzene, toluene, xylene, ethers, alcohols, fuel oil, ketones, aldehydes, peroxides, chlorates, perchlorates, bromates, carbides, cyanides, hydrides, and sulfides, and any other substances which the Agency, the State or the federal Environmental Protection Agency (EPA) has determined is a fire hazard or a hazard to the system.
2. Solid or viscous substances that may cause obstruction to the flow in the sanitary sewer system or the sewage works. These substances include, but are not limited to: garbage with particles greater than one-half inch in any dimension, animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, whole blood, feathers, ashes, cinders, sand, spent lime, stone or marble dust, metal, glass, straw, shavings, grass clippings, rags, spent grains, spent hops, waste paper, wood, plastics, gas, tar, asphalt residues, residues from refining or processing fuel or lubricating oil, mud or glass grinding or polishing wastes.
3. Wastewater containing free or floating oil and grease, and any discharge containing animal fat or grease by-product in amounts that may cause obstruction to the flow in the sewage works.
4. Wastewater having a pH less than 5 or more than 11, or wastewater having any other corrosive property capable of causing damage or hazard to structures, equipment and/or personnel of a sanitary sewer system or the sewage works.
5. Wastewater containing toxic pollutants in sufficient quantity, either singly or by interaction with other pollutants, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, or create a toxic effect in the receiving waters of the sewage treatment plant.

6. Any noxious or malodorous liquids, gases, or solids that, either singly or by interaction with other wastes, are sufficient to create a public nuisance or hazard to life, or are sufficient to prevent entry into a sanitary sewer system or the sewage works for maintenance and repair.
7. Any substance which may cause the sewage treatment plant's effluent or any other product of the sewage treatment plant, such as residues, sludges or scums, to be unsuitable for reclamation and reuse or to interfere with the reclamation process.
8. Any substance that will cause the Agency to violate any of its waste discharge requirements or any receiving water quality standards imposed by the Lahontan Regional Water Quality Control Board.
9. Wastewater with objectionable color not removed in the treatment process which consequently imparts color to the sewage treatment plant's effluent, thereby violating the Agency's waste discharge requirements.
10. Wastewater having a temperature which will inhibit biological activity in the sewage treatment plant, but in no case wastewater with a temperature at its introduction into the sewage treatment plant which exceeds 104 degrees Fahrenheit unless the Lahontan Regional Water Quality Control Board, upon the Agency's request, approves alternate temperature limits.
11. Any pollutants, including oxygen demanding pollutants (BOD, glycol, glycerine, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, have the potential of causing an impairment of the sewage works or a violation of the Agency's waste discharge requirements.
12. Unusual volume of flow or concentration of wastes constituting "surges" as defined herein. The Agency also reserves the right to prohibit surges with durations less than 15 minutes.
13. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin exceeding a total recoverable petroleum hydrocarbons concentration of 50 mg/L.
14. Pollutants which result in the presence of toxic gases, vapors, or fumes within a sanitary sewer system or the sewage works in a quantity that may cause acute worker health and safety problems.
15. Wastewater containing any radioactive wastes or isotopes of such half-life or concentrations which may exceed any applicable State or federal regulations.

16. Pollutants that create a fire or explosive hazard in a sanitary sewer system or the sewage works, including, but not limited to, waste streams with closed-cup flash point of less than 140 degrees Fahrenheit using testing methods specified in 40 CFR §261.21.
17. Any sludges, screenings, or other residues from the pretreatment of industrial wastes or from industrial processes.
18. Medical wastes, including, but not limited to, isolation wastes, infectious agents, human blood and blood products, pathological wastes, needles, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes, except as specifically authorized by the General Manager.
19. Wastewater causing, alone or in conjunction with other sources, the sewage treatment plant's effluent to fail a toxicity test.
20. Detergents, surface-active agents, phosphorous enrichment compounds or other substances which may cause excessive foaming or phosphorous enrichment in the sewage treatment plant.
21. Except for vector wastes delivered by a member entity to the sewage treatment plant, the contents of any tank or other vessel owned or used by any person in the business of collecting or pumping sewage, effluent, septic tank waste, or other wastewater unless said person has first obtained testing and approval as may be generally required by the Agency and paid all fees assessed for the privilege of said discharge. All contents allowed by the Agency shall be delivered exclusively to discharge points designated by the Agency.
22. Any hazardous wastes as defined in relevant State regulations or in 40 CFR Part 261.
23. Persistent pesticides and pesticides regulated by the Federal Insecticide Fungicide Rodenticide Act (FIFRA).
24. Any discharge regulated under a pretreatment temporary discharge permit that exceeds a total suspended solids concentration of 100 mg/L.
25. Any discharge with a chlorine residual in excess of 100 mg/L.
26. Garbage that has not been properly shredded. The installation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower or greater shall be subject to the review and approval of the Agency and the member entity or a public entity served by contract with a member entity.

27. Wastewater containing strong acid, iron, pickling wastes or concentrated solutions, whether neutralized or not.
28. Wastewater containing phenols or other taste- and odor-producing substances in concentrations which, after treatment of the composite sewage, exceed limits which may be established by the Agency as necessary to meet applicable pretreatment standards or requirements.
29. Wastewater that, in the opinion of the General Manager, could cause harm to sewers, sewage treatment processes or equipment, or have an adverse effect on the receiving waters, or endanger life, limb or property, or constitute a nuisance, unless allowed under special arrangements by the General Manager.

SECTION 6. USE OF PUBLIC SEWERS REQUIRED.

No person shall construct or maintain any privy, privy vault, septic tank, cesspool, seepage pit or other facility intended or used for the disposal of sewage provided that a sanitary sewer system is available within two hundred (200) feet of the parcel. The owner of any building situated within the Agency's boundaries and proximate to any street or sewer easement in which there is located a public sewer is required, at the owner's expense, to connect said building directly with said public sewer in accordance with the provisions of these rules and regulations.

SECTION 7. PUBLIC SEWER CONSTRUCTION.

No person shall construct or extend any public sewer without first applying for written authorization from, as applicable, the member entity, public entity served by contract with a member entity, or the Agency, and paying all fees and charges associated therewith. The provisions of this section shall not be construed to apply to contractors constructing sewers and appurtenances under contracts awarded and entered into by the Agency, a member entity, or a public entity served by contract with a member entity. The application for authorization for public sewer construction shall be accompanied by complete plans, profiles and specifications, complying with all applicable ordinances, rules and regulations, showing all details of the proposed work based on an accurate survey of the ground. The application, together with the plans, profiles and specifications, shall be examined by an authorized representative of the Agency, the member entity or public entity served by contract with a member entity, as applicable, who shall within ten (10) days approve them as filed or require them to be modified as deemed necessary for proper installation. All sewer works shall be constructed so as to conform to all applicable requirements of the County Plumbing Code (Placer, El Dorado, Nevada), the Town of Truckee, the State plumbing laws and associated administrative rules and regulations, and all rules, regulations and specifications for sewer construction of the Agency, the member entities, and any public entity served by contract with a member entity.

Prior to issuance of approval for public sewer construction, the applicant shall guarantee the correction of faulty workmanship and replacement of defective materials for a period of one year from and after the date of acceptance of the work by the Agency, the member entity or public entity served by contract with a member entity, as applicable. Upon completion of the public

sewer or extension thereof, the applicant shall dedicate, without charge, such public sewer or extension thereof, to the Agency, the member entity or public entity served by contract with a member entity, as applicable.

SECTION 8. INDUSTRIAL WASTES.

A. The Agency's pretreatment ordinance and these rules and regulations set forth uniform requirements for industrial users of the Agency's sewage works. The term "industrial user" is defined in the Agency's pretreatment ordinance.

B. Industrial plants may be required to have separate collection systems; one system to be installed for non-industrial waste connected directly to a sanitary sewer system; a second system to be installed to collect and treat processing wastes from shop sinks, floor drains, wash stations, and all other industrial waste sources. Inspection, sampling, and analytical requirements for the industrial waste system shall comply with the Agency's pretreatment ordinance, or for industrial users who are not required to obtain a pretreatment permit, in accordance with any special agreement or arrangement between the Agency and the industrial applicant.

C. Plans, specifications, and any other pertinent information relating to any proposed preliminary treatment facilities, including but not limited to holding tanks and other appurtenances used for treatment, sampling and controlled daily discharges, shall be submitted to the Agency for approval. No construction of such facilities shall be commenced until said approval is obtained in writing.

D. Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner, at the owner's expense, and available for inspection at any time by the Agency, and the member entity or the public entity served by contract with a member entity.

E. Where required by the Agency, the owner of any parcel served by a lateral sewer carrying industrial wastes shall install a suitable sampling station in the lateral sewer to facilitate observation, sampling, and measurement of wastes. Such manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the Agency. The manhole shall be installed by the owner, at the owner's expense, and shall be maintained in good condition by the owner so as to be safe and accessible at all times.

F. All measurements, tests and analyses of the characteristics of waters and wastes shall be determined in accordance with standard methods and in accordance with the industrial user's pretreatment permit, or for industrial users who are not required to obtain a pretreatment permit, in accordance with any special agreement or arrangement between the Agency and the industrial user. All sampling shall occur at a control manhole or at a discharge point as determined by the Agency. In the event that no special manhole has been required or no specified discharge point(s) within the industrial user's parcel has been designated, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the lateral sewer is connected.

G. Any proposed discharge into a sanitary sewer system or the sewage works by an industrial user shall be subject to review and approval by the Agency. No statement contained in this Section 8 shall be construed as preventing any special agreement or arrangement between the Agency and any industrial applicant whereby industrial wastes of unusual character or high strength or high volume may be accepted by the Agency for treatment, subject to payment of applicable charges therefor by the industrial applicant, compliance with the Agency's pretreatment ordinance, and the installation of specified pretreatment facilities by the applicant, as may be required by the Agency.

SECTION 9. APPEALS PROCEDURE.

A. Any person aggrieved by a ruling under or interpretation of the provisions of these rules and regulations may submit a written appeal to the Agency General Manager within 30 days after the date of the Agency's written notice to the applicant of any such ruling or interpretation. The appeal shall set forth the events and circumstances leading to the appeal, the nature of the ruling or interpretation from which relief is sought, the nature of the impact of the ruling on appellant's parcel, together with any other reasons for the appeal.

B. Should the appellant not be satisfied with the determination of the Agency General Manager, the appellant may appeal, in writing, the decision of the Agency General Manager to the Agency Board of Directors within 30 days after the date of the General Manager's written notice to the appellant of the decision. The Agency General Manager shall then submit such appeal, together with his/her recommendations, to the Agency Board of Directors which shall forthwith evaluate the appeal and schedule a Board of Directors' meeting to hear and consider the appeal, at which written evidence may be presented and oral presentations may be made. A written decision summarizing the findings and ruling of the Agency Board of Directors shall be sent to the appellant within forty-five (45) days after the date of the Agency Board of Directors' meeting on the appeal.

C. After a decision is reached by the Agency Board of Directors which results in the granting, denying, or revocation of a permit, the appellant must bring any legal action against the Agency within the time limits set forth in Section 1094.6 of the Code of Civil Procedure which provisions are applicable to the Agency pursuant to Agency Resolution 5-86. All other decisions of the Agency Board of Directors on appeals shall be final.

SECTION 10. RATES AND CHARGES FOR SEWER SERVICE AND FACILITIES.

A. Sewer Connection Charges. Sewer connection charges have been established by the Agency Board of Directors. These sewer connection charges are in addition to any applicable connection charges imposed by a member entity or a public entity served by contract with a member entity. Agency sewer connection charges must be paid in full prior to the issuance of the Sewer Connection Permit and the permit issued by the member entity or the public entity that contracts for service from a member entity, but in no event later than prior to commencement of discharge to the sanitary sewer system. The payment of Agency sewer

connection charges is the responsibility of the owner of the parcel regardless of who is deriving benefit from, submitting payment for, or receiving sewer service as a result of the sewer connection. The Sewer Connection Permit shall be canceled if the parcel is not connected to the sanitary sewer system within four years from the date of the Sewer Connection Permit or if the permit of the member entity or a public entity served by contract with a member entity is canceled prior to the time that the parcel is connected, whichever occurs first. Agency sewer connection charges are nonrefundable except if the Sewer Connection Permit is canceled consistent with the preceding sentence. Agency sewer connection charges shall be those set forth in Exhibit A attached hereto.

B. Use of Sewer Connection Charges. The Agency's sewer connection charges shall be used for those purposes set forth in the Agency Board of Directors' resolution or ordinance establishing such charges.

C. Accounting of Sewer Connection Charges. All Agency sewer connection charges shall be deposited in the Agency's Wastewater Capital Reserve Fund, unless otherwise determined by the Agency Board of Directors pursuant to resolution or ordinance.

D. Grandfather Clause. Structures which have been in existence from at least April 15, 1977, were within the boundaries of a member entity as of such date, and were served by a septic tank or other individual sewage disposal system until connected to the sanitary sewer system of a member entity shall be exempt from Agency sewer connection charges applicable at the time the structure is connected to the member entity's sanitary sewer system; provided that such connection is made within one year after the date sewer service becomes available to the parcel. An accessible member entity sewer line within 200 feet of the parcel will generally fulfill the definition of availability. The one year period shall commence to run from the date that a notice of completion is recorded with respect to the construction of the member entity's sewer line, the date of completion of such construction, or the date of the first use of the sewer line, whichever occurs first. In the event a structure meeting the above requirements was modified or otherwise altered subsequent to April 15, 1977, such structure shall be exempt from the sewer connection charges for only that which existed as of April 15, 1977. Connection charge credits provided pursuant to this subsection are nonrefundable and are not transferable from one parcel to another. Connection charge credits to which a structure may be entitled pursuant to this subsection may be applied to another structure on the same parcel.

E. Penalties on Unpaid Sewer Connection Charges. In the event that Agency sewer connection charges are not paid within thirty (30) days after the date of a bill therefor from the Agency, a basic penalty of 10% and an additional penalty of 1-1/2% per month beginning the 31st day after the date of the bill shall be added on any unpaid connection charges. The owner may elect to pay connection charges over a twelve (12) month or lesser period, at an interest rate of 12% per annum.

The owner of the parcel shall be responsible for all unpaid sewer connection charges regardless of the person to whom the charges were billed.

F. Adjustments in Billing Units. After determination by Agency staff and notification to the owner that the billing units associated with a parcel have decreased, an owner may elect whether or not to pay the lesser sewer service charges for the reduction in billing units. If the owner elects to pay the lesser sewer service charges, the billing units for the parcel shall be reduced consistent with the Agency staff determination, and the owner shall forfeit all rights to these billing units. There shall be no refunds of previously paid sewer connection charges on such forfeited billing units. The owner shall complete and sign an Agreement for Reduction of T-TSA Billing Units acknowledging this forfeiture, which the Agency shall record against the parcel. Sewer connection charges shall be assessed for any future increase in the billing units on the parcel as provided in these rules and regulations. The owner also may elect to continue to pay the sewer service charges for the billing units that are not presently being used and thereby not forfeit rights to such billing units.

It shall be the duty of any owner claiming a decrease in billing units to notify the Agency that the owner's parcel is eligible for decreased billing units. The owner shall request an inspection of the parcel by the Agency, and shall make the parcel available for inspection by the Agency at a time convenient to the Agency staff. Agency inspections shall be made in the order requests are received and on a time available basis by Agency staff. The revised sewer service charges resulting from a decrease in billing units on a parcel shall not be effective until such inspection is completed and an Agreement for Reduction of T-TSA Billing Units is completed and signed. If, during subsequent inspections of the parcel, the billing units have increased on the parcel, current sewer connection charges shall be assessed for the additional billing units in accordance with these rules and regulations.

If the Agency changes its sewer service charges and/or classification of a billing unit which decreases the sewer service charges due the Agency from a parcel, the changes shall not be retroactive respecting any sewer service charges previously paid and no refunds therefor shall be made by the Agency.

If Agency staff determines that the billing units for a parcel have increased, then the owner must pay the current sewer connection charges and service charges associated with the increase in accordance with these rules and regulations. The Agency will notify the owner of the parcel of the additional sewer connection charges and service charges for the increased billing units.

If the owner wishes to remove the the additional billing units that resulted in additional sewer connection and service charges, the billing units must be removed within thirty (30) days after the date the owner is advised of the increased billing units. If, at any subsequent time, the same billing units have been added on such a parcel, the owner shall pay the current sewer connection charges and service charges associated with the billing units and not have an opportunity to remove them.

G. Sewer Service Charges. All owners of parcels connected to the sewage works shall pay Agency sewer service charges, as fees for the use of, or the availability of the use of, such facilities, in accordance with the schedule set forth and attached hereto as Exhibit B and incorporated herein. This schedule provides an appropriate additional administrative and

overhead charge for parcels that are located in areas for which the Agency does not receive any property tax revenue. This charge reflects the parcel's proportionate share of the Agency's administrative costs, which are funded by property tax revenue from parcels within the Agency's service area.

H. Basis of Sewer Service Charges. Agency sewer service charges are based on the billing units associated with the parcel as determined by the Agency and as set forth in Exhibit B.

I. Billing Period. Except as provided herein, the Agency's sewer service charges are billed semi-annually in advance on July 1 and January 1 of each year. Service charges shall become due and payable on the first day of the second month of the billing period and shall become delinquent on the first day of the third month of the billing period. Sewer service charges shall be billed to the owner of the parcel served. The payment of sewer service charges shall be the responsibility of the owner of the parcel. If the owner wants the lessee or occupant of the parcel billed, the owner should advise the Agency to this effect and agree, in writing, to be legally responsible for all billed sewer services charges and be subject to all remedies provided in these rules and regulations in the event that sewer service charges become delinquent. Where the owner requests that bills be sent to the lessee or occupant, the Agency shall not be responsible for providing copies of bills to the owner.

J. Opening Bills. Billing shall commence on the first day of the month following the date that the sewer connection is finally inspected by the Agency, the member entity, or a public entity served by contract with a member entity, or when usage commences, whichever occurs first.

K. Base Sewer Service Charge Delinquency Fee. There shall be imposed a basic penalty of 10% on the amount of any delinquent sewer service charges.

L. Additional Penalty Due on Unpaid Sewer Service Charges. Beginning the 31st day after the due date for service charges, an additional penalty of 1-1/2% per month on the delinquent amount shall be imposed.

M. Responsibility for Unpaid Sewer Service Charges. Any unpaid charges due the Agency at the time of the sale or transfer of ownership of the parcel shall be the responsibility of the owner who is transferring the parcel.

N. Returned Check Fee. A charge of \$15.00 shall be paid to the Agency for each check tendered as payment to the Agency that is returned unpaid after negotiation by the Agency or for each rejected automatic debit payment

O. Adjustments of Sewer Service Charges. Adjustments of sewer service charges will be made when the Agency determines there is a billing error. Any amount paid in excess of the actual computed charge shall be credited against the account. Any deficiency in the amount paid and the actual computed charge shall be added to the account. Deficiencies or credits may not be made for a period more than two years prior to the date the Agency determines that a billing

error exists, except in the event of an unreported connection or discharge in which case all charges and fees shall be assessed pursuant to Section 15, or in the case that service charges have been paid and no service has ever been rendered on an unimproved parcel, charges and fees shall be refunded without interest as provided by law.

P. Relief Provision. The Agency Board of Directors may find that by reason of special circumstances, any provision of these rules and regulations may be suspended or modified as applied to a particular parcel and may grant relief for said particular parcel. Applications requesting relief shall be made in writing to the Agency Board of Directors outlining the nature of the request, the rule or regulation which is the subject of the request and the special circumstances warranting the requested relief.

Q. Bar Sink. There shall be no connection charges or service charges assessed for a bar sink installed in a room which is not made available for rental purposes and does not have a kitchen, kitchenette, or any cooking facilities, and which is located within a residential unit which already contains a kitchen sink.

SECTION 11. COLLECTION REMEDIES.

A. Remedies for collecting and enforcing sewer service charges and connection charges set out in this Section are cumulative and any and all may be used alternatively, and none of the remedies are exclusive.

B. Delinquent charges for sewer service, together with all penalties thereon, when recorded as provided by law shall constitute a lien upon the real property served and such lien shall continue until the charges thereon and penalties thereon are fully paid or the property sold therefor in the manner more particularly provided in Sections 54354, 54354.5 and 54355 of the Government Code of California.

C. Delinquent charges, together with all penalties thereon, may be collected in the same manner, by the same persons, and at the same time together with the general taxes levied for the Agency pursuant to Sections 5473, 5473.1, 5473.2, 5473.3, 5473.4, 5473.5, 5473.11, and 5473a of the Health and Safety Code of California.

D. Delinquent service charges, together with all penalties thereon, may be collected by an action in any court of competent jurisdiction against the person or persons who owned the parcel when the service was rendered.

E. An action may be instituted in any court of competent jurisdiction to enforce any lien on the parcel for delinquent sewer service charges or connection charges, together with all penalties thereon.

F. Reasonable attorney's fees and court costs of any action in any court for collection of sewer service charges or connection charges, together with any penalties thereon, for a

preliminary or permanent injunction, for the issuance of an order stopping or disconnecting sewer service, or to enforce a lien shall be an additional charge for such sewer service.

G. If sewer service is furnished by the Agency to the parcel and is disconnected for unpaid charges, reconnection shall not be made until all sewer service charges and connection charges, including penalties and disconnection and reconnection charges, have been paid to the Agency as required in these rules and regulations.

H. The Agency Board of Directors finds that the estimated costs to collect delinquent sewer service charges and connection charges and the resulting loss of use of funds approximate the penalties provided in this Section 11.

SECTION 12. DISCONNECTION AND RECONNECTION CHARGES.

Parcels as to which sewer service charges become delinquent and sewer service is disconnected, shall not be reconnected until the following charges have been paid to the Agency.

A. Estimate of Costs. The Agency shall estimate the cost of disconnection and of reconnection.

B. Deposit. The amount of the estimate shall be deposited with the Agency before the parcel will be reconnected.

C. Balance. The Agency shall notify the owner of the parcel of the actual costs of disconnection and reconnection when such costs have been determined. If the costs exceed the deposit, the excess amount shall be added to the next semi-annual billing. Any amount of the deposit not used shall be applied as a credit against future charges, or if requested by the owner of the parcel affected, refunded.

D. Abatement. During the period of disconnection of sewer service, inhabitation of any buildings on the parcel by human beings shall constitute a nuisance. The Agency shall notify the County Health Department of such disconnection. The Agency Board of Directors may institute and prosecute to conclusion proceedings for the abatement of such occupancy. In such action, reasonable attorney's fees and court costs, to be fixed by the court, shall become due as a further disconnection charge and no reconnection shall be made until such further charge is paid.

E. Disconnect. Any disconnection of sewer service shall be effected only after the authorization of the member entity or public entity served by contract with a member entity to whose sanitary sewer system the parcel is connected. Any disconnection authorized by these rules and regulations shall be made only after the member entity or public entity served by contract with a member entity has complied with all applicable statutory requirements for disconnection.

SECTION 13. DISCONNECTION PROCEDURES FOR DELINQUENT CHARGES AND VIOLATIONS OF THE AGENCY'S RULES AND REGULATIONS.

A. Sewer service may be discontinued for violations of the Agency's rules and regulations governing sewer service and for delinquency in the payment of any sewer service or connection charges, except that residential service shall not be discontinued for nonpayment in any of the following situations:

(a) During the pendency of any investigation by the Agency of a dispute or complaint by the owner or occupant;

(b) When an owner or occupant has been granted an extension of the period for payment of a bill respecting sewer service; or

(c) On the certification of a licensed physician and surgeon that to do so will be life threatening to the owner or occupant and the owner or occupant is financially unable to pay for service within the normal payment period and is willing to enter into a amortization agreement with the Agency and requests permission to amortize, over a period not to exceed twelve (12) months, the unpaid balance of any bill asserted to be beyond the means of the owner or occupant to pay within the normal payment period.

B. At least ten (10) days before any proposed discontinuance of sewer service, the Agency shall mail a notice, postage pre-paid, to the owner and occupant of the proposed-discontinuance. Such notice shall be given not earlier than thirty-one (31) days from the date of mailing the Agency's bill for such service and the ten (10) day period shall not commence until five (5) days after the mailing of the notice. In addition to the ten day notice provided for in the preceding sentence, the Agency shall make a reasonable attempt to contact an adult person occupying the affected parcel by telephone or personal contact at least forty-eight (48) hours prior to any discontinuance of service, except that, whenever telephone or personal contact cannot be accomplished, the Agency shall give, by mail, in person, or by posting in a conspicuous location at the parcel, a notice of discontinuation of service, at least forty-eight (48) hours prior to disconnection.

The mailed notice described above shall include the following information:

- (1) The name and address of the owner and occupant of the affected parcel;
- (2) The amount of the delinquency or other reason for the discontinuance;
- (3) The date by which payment or arrangements for payment or correction of any violation is required in order to avoid discontinuance;
- (4) The procedure by which the owner or occupant may initiate a complaint or request an investigation concerning service or charges, unless the Agency's bill for service contains a description of that procedure;

- (5) The procedure by which the owner and occupant may request amortization of any unpaid charges;
- (6) The procedure for the owner and occupant to obtain information on the availability of financial assistance, including private, local, state or federal sources, if applicable; and
- (7) The telephone number and name of a representative of the Agency who can provide additional information or institute arrangements for payment.

C. No service shall be discontinued to any owner or occupant on any Saturday, Sunday, legal holiday or at any time during which the business offices of the Agency are not open to the public.

D. Every complaint or request for investigation by an owner or occupant that is made within thirteen (13) days after the mailing of the notice specified in subsection B. above shall be reviewed by the Agency General Manager, or his or her designee. The review shall include consideration of whether the owner or occupant shall be permitted to amortize any unpaid balance of the account over a reasonable period of time, not to exceed twelve (12) months. Any owner or occupant whose complaint or request for an investigation has resulted in an adverse determination by the Agency General Manager, or his or her designee, may appeal the determination to the Agency Board of Directors.

E. If an amortization agreement is authorized, no discontinuance of service shall be effected for any owner or occupant complying with such agreement if the owner or occupant also keeps the account current as charges accrue in each subsequent billing period. If an owner or occupant fails to comply with an amortization agreement, the Agency shall not discontinue service without giving notice to the owner or occupant at least 48 hours prior to discontinuance of the conditions which the owner or occupant is required to meet to avoid discontinuance, but the notice does not entitle the owner or occupant to further investigation by the Agency.

F. The Agency General Manager, or his or her designee, is hereby authorized to investigate complaints and review disputes pertaining to any matters for which sewer service may be discontinued and to rectify errors and settle controversies pertaining to such matters and disputes. The Agency General Manager, or his or her designee, is also authorized upon a proper showing by an owner or occupant, to grant permission to amortize the unpaid balance of a bill over a reasonable period of time, not to exceed twelve (12) months. At his or her discretion, the Agency General Manager may bring any such controversies and disputes to the Agency Board of Directors for settlement by the Board.

G. If an owner or occupant timely files an appeal of a decision of the Agency General Manager on discontinuance of service, the Agency Board of Directors shall set a hearing no sooner than 10 nor more than 40 days after receipt of such appeal. Upon setting of such hearing,

the Agency shall forthwith give written notice of the time and place thereof to the appellant by either first-class mail or personal delivery.

The appeal hearing shall be held before the Agency Board of Directors. The appellant and/or the appellant's representative shall be permitted to present witnesses, documents or other evidence to show good cause why service should not be discontinued. The Board also may examine Agency records, documents, witnesses or other evidence tending to show that service should be discontinued for one or more of the grounds stated in the notice of disconnection.

H. The owner or occupant, at any time, may pay the delinquent sewer service charges and connection charges, including any penalties thereon, to avoid disconnection.

SECTION 14. DUTY OF OWNER TO REPORT.

It shall be the duty of each owner of a parcel connected to a public sewer to report in writing to the Agency any changes or discrepancies in the billing units associated with the owner's facilities discharging waste into the public sewer, or if there is an increase or decrease in the character, strength, or amount of discharge into the Agency sewage works. The written notice shall be given within ten (10) days after the date that any of the aforesaid changes or discrepancies occurs or after the final building department inspection has been conducted by the building official who authorizes any such change, whichever first occurs.

Failure to so notify the Agency of a change or discrepancy in use, character, strength, or amount of discharge into the Agency sewage works or any change or discrepancy in the billing units associated with a parcel may result in disconnection until payment of additional service charges and/or connection charges, as applicable. If adequate sewer capacity for the increased discharge or additional billing units is not available in the sewage works, the increased discharge shall be discontinued and/or the the additional billing units shall be disconnected immediately.

SECTION 15. UNREPORTED CONNECTIONS AND DISCHARGES.

An unreported connection is a connection which has not been inspected and approved by the member entity, by a public entity served by contract with a member entity, or by the Agency. An unreported discharge is a discharge on a parcel connected to a sanitary sewer system that increases the billing units associated with the parcel for which all applicable charges have not been paid.

Upon discovery of unreported connections or unreported discharges to a sanitary sewer system, the Agency shall charge all current sewer service charges and fees, and current sewer connection charges and fees as provided in Section 10 of these rules and regulations, including all basic penalties and additional penalties thereon, from the time the unreported connection or discharge was made; provided that adequate capacity in the sewage works is available. An Agency bill for such charges and fees shall be paid within 30 days after the date of the bill. Any unpaid charges and fees after said 30 days shall be delinquent and enforceable pursuant to these rules and regulations in the same manner as other delinquent charges and fees. If adequate capacity in the

sewage works is not available, the connections shall be removed and/or the increased discharge shall cease immediately.

SECTION 16. MEANS OF ENFORCEMENT ONLY.

The Agency hereby declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of these rules and regulations and not as a penalty.

SECTION 17. LIABILITY FOR VIOLATIONS.

Any person violating any of the provisions of these rules and regulations shall become liable to the Agency for any expense, cost, loss or damage occasioned by the Agency by reason of such violation.

SECTION 18. RIGHT OF ENTRY BY AGENCY.

A. Upon compliance with applicable law, authorized representatives of the Agency shall have the right to ingress to and egress from an owner's parcel at reasonable hours for any purpose reasonably connected with these rules and regulations or any amendments hereto. Prior to the Agency's representatives exercising the right of entry for inspection of an owner's parcel, the Agency shall notify, as applicable, the member entity or the public entity served by contract with a member entity of the Agency's intent to inspect an owner's parcel and if said member entity or public entity also desires to inspect the parcel, the Agency shall first attempt to make its entry at the same time and with the member entity's or public entity's representative.

B. It is the intent of the Agency to inspect or to rely on a member entity or public entity, if applicable, to inspect all parcels at the time a parcel is connected to a sanitary sewer system to verify that the Agency billing units associated with the parcel are correct, and that all charges which have been or will be charged to the owner of the parcel are correct.

C. It is the intent of the Agency to inspect all commercial buildings at least once every four years in order to verify the billing units associated with the parcel. Residential parcels may be occasionally inspected if there is some question as to whether or not the billing units associated with the parcel are correct.

The Agency inspector shall complete an inspection report form indicating the billing units associated with the parcel. The Agency shall notify the owner of the results of the inspection and any adjustments to be made in the billing units associated with the parcel, and any additions or reductions in service charges and/or connection charges to be imposed. Any Agency bill issued as a result of an inspection shall be consistent with a bill issued pursuant to Section 15; and any additional sewer service charges or connection charges due shall be billed at the current rates. If there is no capacity in the sewage works available to serve any additional billing units noted during the inspection, those billing units must be disconnected and removed from the parcel immediately.

If the Agency inspector is denied access to the parcel, Agency staff shall assess and estimate the number of billing units associated with the parcel based on the information that is available to the inspector without having conducted a physical inspection, and the Agency shall bill the owner accordingly.

SECTION 19. PENALTIES.

A. Any person found to be violating any of these rules and regulations shall be served by the Agency with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations and take any necessary remedial measures.

B. Any person violating any of the provisions of these rules and regulations of the Agency shall become liable to the Agency for any expense, cost, loss, or damage occasioned the Agency by reason of such violation.

SECTION 20. INDEPENDENCE OF MEMBER ENTITIES, PUBLIC ENTITIES AND AGENCY.

Nothing herein shall be interpreted to restrict or prohibit any member entity or any public entity served by contract with a member entity from taking any action in relation to any of its ordinances, rules or regulations deemed necessary or desirable by any such member entity or public entity for the operation, maintenance, repair, construction, or protection of its sanitary sewer system or its other facilities.

It is the intent of the Agency to contact and solicit cooperation from each member entity and public entity served by contract with a member entity in the administration and enforcement of all Agency rules and regulations. The Agency reserves the right to independently administer and enforce its own rules, regulations and ordinances.

SECTION 21. SEVERABILITY.

If any provision, paragraph, word, section or article of this Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

SECTION 22. REPEAL.

This Ordinance and the rules and regulations set forth herein supersede in all respects all prior Agency ordinances, resolutions, rules or regulations governing the same subject, and the provisions of such prior ordinances, resolutions, rules and regulations are hereby repealed.

SECTION 23. EFFECTIVE DATE.

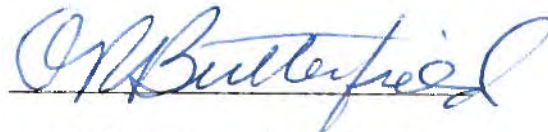
This Ordinance shall be effective 30 days from the date of its adoption.

SECTION 24. PUBLICATION AND POSTING.

This Ordinance shall be posted within the Agency in at least three (3) conspicuous places within ten days after its adoption.

PASSED AND ADOPTED at a regularly scheduled meeting of the Board of Directors of Tahoe-Truckee Sanitation Agency on this 13 day of May, 2015, at Truckee, California, by the following vote on roll call:

AYES: Directors Butterfield, Cox, Henrikson, Lewis, and Northrop
NOES: None
ABSENT: None
ABSTAIN: None



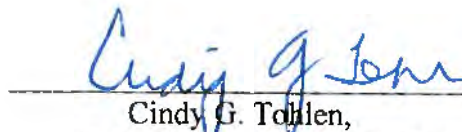
O.R. Butterfield, President
Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY

ATTEST:



Secretary of the Board of Directors
TAHOE-TRUCKEE SANITATION AGENCY
CERTIFICATE

I hereby certify that the foregoing is a full, true and correct copy of Ordinance 2-2015, duly and regularly adopted by the Board of Directors of Tahoe-Truckee Sanitation Agency, County of Nevada, State of California, on 13 May, 2015.



Cindy G. Tollen,
Assistant Secretary of the Board
TAHOE-TRUCKEE SANITATION AGENCY

**EXHIBIT A
CONNECTION FEE SCHEDULE**

TYPE OF CONNECTION	CODE	UNITS	PER UNIT
Residential	R	Living Units	\$5,000
Guest Quarters	M	Living Units	1,500
Motel Without Kitchen or Hotel Unit	M	# of Units	2,500
Motel With Kitchen	N	# of Units	3,300
Lockoff Without Kitchen	M	# of Units	2,500
Lockoff With Kitchen	N	# of Units	3,300
Campsite With Sewer Connection	K	# of Sites	2,500
Campsite Without Sewer Connection	Q	# of Sites	1,875
Restaurants & Bars	F	# of Seats Inside	500
	Z	# of Seats Outside	175
Banquet Facilities	Z	# of Seats	175
Laundries	L	# of 10# Machines	2,500
		# of 20#-50# Machines	5,000
Theatres	T	# of Seats	50
Barber Shops	H	# of Service Chairs	1,500
Grocery	G	# of Plumbing Fixture Units	750
Churches	C	# of Seats	50
Beauty Shops	A	# of Service Chairs	2,500
Other Businesses	B	# of Plumbing Fixture Units	500
Ski Clubs	B	# of Plumbing Fixture Units	500
Snack Bars	B	# of Plumbing Fixture Units	500
Conference Facilities	B	# of Plumbing Fixture Units	500
Daycare Facilities	B	# of Plumbing Fixture Units	500
Pools and Spas	S	Capacity less than 1,000 gallons	2,000
		Capacity 1,000 to 36,499 gallons	2,500
		Capacity 36,500 to 72,999 gallons	5,000
		Capacity 73,000 and greater -	As determined
Car Washes	S	As determined	

TABLE OF PLUMBING FIXTURE UNITS

	<u>PRIVATE USE</u>	<u>PUBLIC USE</u>
Bathtub (with or without shower over)	2	4
Dental Unit or Cuspidor	-	1
Drinking Fountain (each head)	-	1
Kitchen Sink	2	4
Laundry Tub (each pair faucets)	2	4
Clotheswasher	2	4
Lavatory	1	2
Shower (each head)	2	4
Sink (bar)	1	2
Sink (medical professional)	-	1
Sink or Dishwasher	2	4
Sink (flushing rim, clinic)	-	10
Sink (washup, each set faucets)	-	2
Sink (washup, circular spray)	-	4
Urinal	3	5
Toilet	3	5
Garbage Disposal With Sink	3	4
Floor Drains (each)	1	2
Hot Tub	2	4

MULTIPLE USE CREDIT (Applies to Multiple Use Fixtures Only)

<u># Of Restaurant Seats</u>	<u>#Fixture Unit Credits</u>
0-50	12*
51-100	15
101-200	21
201-300	27
301-400	33
401-500	39
501-600	45
601-700	51
701-800	57
801-900	63
901-1000	69
1001-1100	75
1101-1200	81
Over 1201	Individually Review and Rated

*The above listed table represents the minimum business fixture units for each incremental seat count.

**EXHIBIT B
SERVICE CHARGES**

**SEMI-ANNUAL SERVICE CHARGES
PROPERTIES THAT LIE WITHIN T-TSA'S
TAXABLE SERVICE AREA**

TYPE OF BILLING UNITS	CODE	SEMI-ANNUAL SERVICE CHARGE PER UNIT
Beauty Shops per service chair	A	\$69.18
Snack Bar and Other Businesses*	B	19.62
Churches per seat	C	1.14
Restaurants & Bars per seat	F	15.00
Grocery per plumbing fixture unit	G	30.30
Barber Shops per service chair	H	41.88
Car Wash Recycled Water per edu per bay **	J	114.72
Campsite with Sewer per site	K	82.08
Laundries per 10# machine	L	81.66
Motel w/o Kitchen or Hotel Unit per dwelling unit	M	76 50
Motel w/Kitchen per dwelling unit	N	100.98
Swimming Pools & Jacuzzis per edu**	P	153.00
Campsite w/o sewer per site	Q	69.42
Residential per dwelling unit	R	153 00
Other, as determined	S	2.82
Theaters per seat	T	1.14
Schools per pupil per student day through Grade 5	W	0.0300
Schools per pupil per student day Grade 6-8	X	0.0500
Schools per pupil per student day Grade 9 + Up	Y	0 0600
Outside Restaurant Seats per seat	Z	5.40

* per plumbing fixture unit

** per equivalent dwelling unit

**SEMI-ANNUAL SERVICE CHARGE
 PROPERTIES THAT LIE OUTSIDE T-TSA'S
 TAXABLE SERVICE AREA**

TYPE OF BILLING UNITS	CODE	SEMI-ANNUAL SERVICE CHARGE PER UNIT
Beauty Shops per service chair	A	\$79.50
Snack Bar and Other Businesses*	B	22.50
Churches per seat	C	1.26
Restaurants & Bars per seat	F	17.16
Grocery per plumbing fixture unit	G	34.80
Barber Shops per service chair	H	48.06
Car Wash Recycled Water per edu **	J	131.76
Campsite with Sewer per site	K	94.26
Laundries per 10# machine	L	93.78
Motel w/o Kitchen or Hotel Unit per dwelling unit	M	87.84
Motel w/Kitchen per dwelling unit	N	115.98
Swimming Pools & Jacuzzis per edu**	P	175.80
Campsite w/o sewer per site	Q	79.74
Residential per dwelling unit	R	175.80
Other. as determined	S	3.18
Theaters per seat	T	1.26
Schools per pupil per student day through Grade 5	W	0.0300
Schools per pupil per student day Grade 6-8	X	0.0600
Schools per pupil per student day Grade 9 + Up	Y	0.0700
Outside Restaurant Seats per seat	Z	6.18

* per plumbing fixture unit

** per equivalent dwelling unit

Element 4: Operation and Maintenance Program

This section of the SSMP describes T-TSA's Operation and Maintenance Program for the TRI.

4.1 Regulatory Requirements for the Operation and Maintenance Program Element

With regard to the Operation and Maintenance Program, the SWRCB requires that the SSMP include the elements listed below that are appropriate and applicable:

1. Maintain an up-to-date map of the sanitary sewer system, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities.
2. Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventive Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders.
3. Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and television inspections of manholes and sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan (CIP) that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the CIP.
4. Provide training on a regular basis for staff in sanitary sewer system operations and maintenance, and require contractors to be appropriately trained.
5. Provide equipment and replacement part inventories, including identification of critical replacement parts.

4.2 TRI Maps, Drawings, and GIS System

Record drawings of the TRI are maintained in the maintenance office of T-TSA, on T-TSA's computer server, and on its GIS system. The drawing sets include the following:

- Figures 1 through 9 which show the entire length of the TRI on aerial photographs;
- Schedules I, II, III, and IV for the TRI;
- Schedule 4DF to Pond A for the TRI;
- TRI piping drawings from Pond A to T-TSA's WRP; and
- Sample construction details.

Manhole details and numbers are shown on the drawings and manhole numbers are referenced on the figures. Additional information is available electronically at a central location on T-TSA's internal network and on its GIS system. Specifically, the following information is

Element 4: Operation and Maintenance Program

available to quickly locate manholes, reference technical data, and find current information obtained from site and closed-circuit television (CCTV) or digital scanning inspections:

- Information about each TRI manhole (referenced by number) including invert elevation, manhole rim elevation, average slope, coordinates, access information, reference to the pertinent drawing set and reach schedule, and comments from site and CCTV or digital scanning inspections.
- Photos of TRI manhole sites.
- Manhole dip sheets.
- Aerial photography and aerial strip photography.
- Distances from Truckee (from intersection of West River Street and Highway 89) and Tahoe City (from intersection of Highways 28 and 89) to bridges across the Truckee River along the Truckee River corridor.
- Maps showing manhole locations and manhole numbers.

Applicable storm water facilities and features are included in addition to details associated with the TRI itself. These facilities and features include storm drain culverts, spillways, gutters, drainage ditches and channels, and other natural drainage features.

Digital scanning inspections of the TRI are performed on a routine basis. Information obtained from the inspections are placed into a GIS accessible database that is used to monitor the condition of the TRI.

4.3 Preventive Maintenance

Preventive maintenance activities depend on the findings from CCTV or digital scanning inspection work, and two annual inspections of the manhole sites. If preventive maintenance activities are required as a result of the inspections, they are performed or administered by T-TSA.

CCTV or digital scanning inspection work is performed on each reach of the TRI at a frequency of at least every four years. Findings from CCTV or digital scanning inspection work may indicate that root intrusion, sediment accumulation, corrosion, or other defects have occurred on a particular reach. If these problems are discovered and the work is beyond T-TSA's in-house capabilities, service or construction contract documents are prepared and administered to correct the deficiencies. In some years, no additional projects are required because either no problems are observed or the problems are small and do not require immediate action.

Annual field inspections at manhole sites occur in the spring and fall of each year. For the spring inspections, the goal is to determine whether the sites are accessible and whether erosion or landslides are potentially affecting the integrity of the pipeline. If problems are observed in the spring, the required improvements are normally made by T-TSA maintenance crews. If significant problems occur that could affect the integrity of the TRI, such as a landslide, construction contract documents are prepared and administered to correct the deficiencies. For

Element 4: Operation and Maintenance Program

the fall, the main goal is to replace staking, as needed. A record is also made during these inspections of any changes to storm water facilities and features. This work is performed by T-TSA staff.

Preventive maintenance activities for the TRI are included in T-TSA's Process Information System (PIS) database program. The specific items that are tracked on this program include CCTV or digital scanning inspection activities, spring inspection, and fall inspection.

4.4 Rehabilitation and Replacement Plan

In general, the TRI is considered to be in relatively good condition based on findings from inspections and its age. CCTV, construction projects, and digital scanning inspection activities performed to date have revealed that, overall, the system has had relatively few problems. However, some areas of corrosion have been identified that require rehabilitation work. The section of the TRI with the highest observed corrosion was in the vicinity of Alpine Meadows Road between Manholes 23 and 30. This section of the TRI was rehabilitated using cured-in-place pipe (CIPP) in the fall of 2014. Projects are anticipated in the future to rehabilitate sections of the TRI that show some corrosion and/or to address hydraulic deficiencies, but to a lesser degree than the Alpine Meadows area.

Determining deficiencies based on actual SSO discharges is not applicable to T-TSA, as no SSO discharges have occurred to date. Instead, T-TSA utilizes modeling to identify areas of present hydraulic deficiencies as well as future hydraulic deficiencies resulting from planned development projects and operational changes in collection systems. T-TSA updated its hydraulic model based on new surveying work and revised datums. The primary hydraulic deficiency identified in the most recent modeling work was between Manholes 81 and 83. Improvements for Manhole 81 to 83 were completed in 2018. The improvements will reduce the likelihood of accidental releases of raw sewage into the Truckee River during extreme flow events, floods, environmental catastrophes, and other types of emergencies.

4.5 Training

T-TSA staff and management are trained on a regular basis in the safety aspects and in the use of equipment necessary for performing work on the TRI, as documented on signature sheets. For example, T-TSA is trained in confined-space entry, personal protective equipment, emergency response, traffic control, trench safety, hydration, as well as in the use of heavy equipment in connection with repair work on the TRI.

Contractors are required to have valid and appropriate licenses to perform work and are also required to have safety programs in place before commencing with their activities. The Contractors' safety programs must meet all local, state, and federal requirements as well as any additional requirements imposed by T-TSA. T-TSA provides full-time inspection when work is occurring on or in the TRI or when excavation or backfill activities are occurring in the vicinity of the TRI.

Element 4: Operation and Maintenance Program

4.6 Equipment and Replacement Parts Inventories

T-TSA maintains inventories of manhole frames, covers, and riser rings. T-TSA also has the equipment necessary to install these critical replacement parts. Emergency response equipment is summarized in Section 6, “Overflow Emergency Response Plan.” T-TSA’s maintenance equipment includes the following:

- TRI Truck: Includes a boom with hoist powered by a generator; propane-powered torch for setting and removing ramneck; and other hand tools.
- Backhoe, loader, skid steer, dump truck, and GapVax truck for excavation work.

T-TSA is currently using a real-time remote level sensing manhole cover to alarm when rising water levels are detected in certain manholes. These sensors and transmitters are incorporated into an existing manhole cover and are used to detect rising water levels and transmit manhole water level data back to T-TSA’s WRP. Once rising water levels are detected in the manhole, T-TSA staff can be alerted and take appropriate actions to stop an SSO before it occurs. Hydraulic modeling can be used to identify manholes that are at the greatest risk of an SSO and identify areas where this technology may be tested and/or employed.

T-TSA recently purchased two (2) additional portable bypass pumps. Having enhanced bypass abilities will allow T-TSA to reduce the volume of SSOs if they occur.

Element 5: Design and Performance Provisions

This section of the SSMP describes T-TSA's design and performance provisions.

5.1 Regulatory Requirements for the Design and Performance Provisions Element

The SWRCB requirements for the design and performance provisions element are as follows:

1. Design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations and other appurtenances; and for the rehabilitation and repair of existing sanitary sewer systems; and
2. Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

5.2 Design and Construction Standards

The typical need for design and construction standards relating to new construction of sewer systems is in connection with interface activities with developers, owners, and contractors of new homes and facilities. T-TSA does not allow direct sewer connections to the TRI, and, therefore, the construction interface that sewerage agencies typically engage in do not apply to T-TSA. All sewer connections to the TRI consist of either connections from member districts' main sewer trunk lines, or, as is the case along the Truckee River corridor, connections from adjacent TCPUD sewer collection manholes. The sewer connections and provisions for future connections to the TRI to accommodate these scenarios were generally all completed as part of the original TRI construction.

The need for TRI design details related to new construction only arises when new work is required on the TRI itself. Since the time the TRI was originally constructed, new construction has seldom occurred. The most significant project after the initial construction activities was the installation of a parallel TRI pipeline from the emergency storage ponds to the treatment facility. Other work related to additional sewer main connections from TSD, including a sewage pipeline from the Glenshire development.

The typical need for design and construction standards for rehabilitation work in sewerage systems relate to replacement or rehabilitation of older sewer pipes and/or sewer pipes with inadequate capacity. Compared to many other sewerage systems throughout the country, the TRI is considered relatively young, with the bulk of the piping installed in the late 1970s.

When capacity deficiencies or rehabilitation work are identified, unique design details and documents are prepared to meet the specific needs of individual projects. In the fall of 2014, the TRI in the vicinity of Alpine Meadows Road was rehabilitated using cured-in-place pipe (CIPP) as a result of observed corrosion. Most other rehabilitation work to date has involved installing erosion control features and improving slope stability. Typically, this work has been performed after significant flood events and the construction details were developed based on geotechnical evaluations, depth of cover over the pipeline, and constructability considerations. The primary

Element 5: Design and Performance Provisions

hydraulic deficiency identified in the most recent hydraulic modeling work was between Manholes 81 and 83.

To ensure that improvements on the TRI are designed and installed properly, the following activities are performed when new or rehabilitation work is required:

- Planning and environmental documents are prepared for the proposed improvements.
- Preliminary design activities are performed including geotechnical studies, hydraulic analyses, refinements of pipeline alignment, pipeline material selections, and cost estimates.
- At the various stages of design development, pertinent documents are submitted to various authorities having jurisdiction for approval.
- Detailed calculations are performed and documents are prepared that require conformance with all local, state, and federal requirements. The documents include the following: general and special provisions; technical specifications; construction drawings including pipeline plan and profile sheets; details for the pipeline and pipeline appurtenances; details for re-vegetation activities; and other contract documents.
- The pipeline installation is inspected to ensure that all requirements have been met.

Some sample construction details that could be used to perform rehabilitation work or improvements to the TRI are included in the SSMP drawing set kept and maintained in the maintenance office of T-TSA. These details include requirements for a typical trench, surface restoration, manhole base sections for different sized pipes, cast-in-place manhole base, eccentric manhole top section, manhole frame and cover, multiple pipe trench, and trench surface finish. These are typical pipeline construction details and may require modifications depending on the requirements and constraints of individual projects.

5.3 Inspection and Testing

All projects are thoroughly inspected to ensure that the products are supplied and the work is installed in full conformance with the requirements of the drawings and specifications and all applicable codes and standards. Specifically, the following requirements and/or activities ensure high quality work:

- **Approval of Shop Drawings:** Contractors are required to submit complete shop drawings for items such as construction materials, equipment, factory test reports, certifications, and installation details. The shop drawings must be approved by T-TSA or T-TSA's representative prior to fabrication.
- **Quality of Products:** All products must be new, free of defects, and suitable for the intended use.
- **Quality of Installation:** All work must be plumb, level, square and true, and aligned properly.
- **Protection of Completed Work:** All measures must be taken by the contractor to preserve completed work so that it is free from damage and deterioration.

Element 5: Design and Performance Provisions

- **Compliance with Standards and Codes and Manufacturer's Instructions and Recommendations:** These requirements need to be met or exceeded in preparation, fabrication, erection, installation, application, connection, and finishing activities for the work.
- **Independent Materials Testing:** In addition to the materials testing that the contractor is required to complete, T-TSA may hire independent testing companies to verify compliance with the drawings and specifications.
- **Observations by T-TSA's Consultants:** Periodic observations of work progress are made by T-TSA or T-TSA's consultants to ensure conformance with the design intent.
- **T-TSA's Acceptance and Rejection of Work:** T-TSA reserves the right to reject all work that is not in compliance with the requirements of the drawings and specifications. The contractor must repair or remove and reinstall defective work at no additional cost to T-TSA.

Element 6: Overflow Emergency Response Plan

This section of the SSMP describes T-TSA's Overflow Emergency Response Plan.

6.1 Regulatory Requirements for the Overflow Emergency Response Plan Element

The SWRCB requirements for the overflow emergency response plan element are as follows:

1. Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner.
2. A program to ensure an appropriate response to all overflows.
3. Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach waters of the State in accordance with the State-mandated Monitoring and Reporting Program (MRP). All SSOs shall be reported in accordance with the MRP, the California Water Code, other State Law, and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who will receive immediate notification.
4. Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained.
5. Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities.
6. A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

6.2 Internal Notification Procedures and Emergency Contacts

In the event the plant is notified that an SSO discharge or spill has occurred, it is the responsibility of the shift supervisor in charge to obtain the following information from the caller:

- Approximate location of the spill (nearby landmark, road, etc.)
- Where the spill is coming from (manhole lid, embankment, exposed line, etc.)
- When the spill was first noticed.
- Severity of the spill.

The decision maker will be the shift supervisor or acting shift supervisor until more senior officials are available and the On-Site Incident Command System (ICS) can be established. Until the ICS is established, the supervisor will have authority to begin spill response.

Element 6: Overflow Emergency Response Plan

The nature and extent of the release will determine if external resources will be needed to aid in the mitigation of any damage that may result from the release. A list of emergency telephone numbers is provided on an attached appendix.

At a minimum, the following personnel (management team) will be notified internally:

Internal Notifications Table

1. On duty shift supervisor	
2. LaRue Griffin	General Manager
3. Jay Parker	Engineering Manager
4. Aaron Carlsson	Senior Engineer
5. Richard Pallante	Maintenance Manager
6. Michael Peak	Operations Manager
7. Greg O’Hair	Chief Operator

6.3 Overflow/Spill Response

The management personnel listed above would assess the situation, determine personnel and equipment needs, and notify outside agencies. Specifically, personnel needs and assignments, equipment needs, and communication priorities would be determined by the highest-ranking manager/supervisor contacted. The personnel called in would report to the plant and begin assembling equipment for repairs. The command center would be set up at the plant to coordinate plant operations, storage pond diversions, interceptor bypass operations and repairs, and communications.

The priorities of the T-TSA personnel who first arrive at the site of the overflow are to protect the health and safety of the public by mitigating the impact of the overflow to the extent possible. Specifically, their priorities are to determine the cause, stop (if possible), and contain the overflow. The overflow cannot be mitigated completely until the cause of the problem is determined. For the TRI, the overflow could be caused by a blockage, although the blockage would need to be substantial given the TRI’s large diameter. An overflow could also be caused by a TRI pipe failure.

With regard to containing the overflow, the following steps should be taken to minimize the impact to public health and the environment:

Element 6: Overflow Emergency Response Plan

- Determine the immediate destination of the overflow; e.g. drainage channel, storm drain, or Truckee River.
- Identify and obtain the necessary equipment and materials to contain the overflow.
- Take immediate steps to contain the overflow by blocking storm drains/drainage channels with sandbags, creating berms with heavy equipment, and recovering spilled sewage with vacor trucks or pumps and discharging to downstream manholes.

In the event of a sewer pipe break or collapse, a determination should be made as to how to set up a portable bypass pumping operation. The following considerations are important when a bypass operation and pipe repair is required:

- The proper size and number of pumps required to effectively handle the sewage flow.
- The size, number, and type of suction hose, suction piping, pump discharge piping, discharge hose, and manhole discharge piping.
- The proper sewer pipe plugs and plug restraint.
- Personnel necessary to set up and continuously monitor the bypass pumping operation.
- Determination and completion of required regulatory notifications and permits needed.

Tables 6-1 and 6-2 provide a list of spill response equipment and an inventory of piping and fittings, respectively.

Recommendations for scenarios related to specific TRI locations are detailed in binders, entitled “TRI Emergency Bypass Pumping Scenarios.” General response procedures for two potential spill scenarios are summarized below.

Damage from Bank Erosion or Side Stream Undercutting

Bank erosion could cause undermining of the pipe bedding or pipe embankment allowing the pipe to sag, with subsequent joint dislocation. Spillage from this type of break would be stopped by pumping around the damaged section. Portable pumps would be moved to the upstream manhole, an inflatable plug would be installed at the upstream manhole, sandbags would be installed in the downstream manhole, suction and discharge pipes/hoses would be placed, and bypass pumping would be started. Access to the site of the broken line may be limited by snow depth and/or other factors. If this occurs, T-TSA’s front-end loader (Caterpillar 950e Loader) may be used to remove snow or to create other improvements for access. When the broken section of pipeline is isolated, other heavy equipment could be mobilized for pipe repairs.

River Crossing Damage

River crossing damage may be difficult to repair under storm or high-water conditions. If the pipe is ruptured, more river water may enter the broken pipe than sewage would spill from the

TABLE 6-1

**TAHOE-TRUCKEE SANITATION AGENCY
TRI RESPONSE EQUIPMENT**

Quantity	Description
1	Lay flat hose reel system/trailer (Hydro Engineering, Inc., Model HRA4x10). The hose reel system includes 1,980 feet of 10-inch hose (in three 660-foot sections) and 400 feet of 8-inch hose (one 250-foot section and one 150-foot section).
1	Flatbed trailer with the following: Two 20 ft 10" flexible "suction" hoses with victaulic fitting connections, two 25 ft 10" flexible "discharge" hoses each with victaulic fitting connection x modified 90 degree end fitting, four 8 ft sections and two 4 ft sections of 10" flexible hoses with victaulic fitting connections, discharge pipe fittings for trailer-mounted pumps, manhole discharge pipe fittings, two 12" female irrigation x 10" victaulic adaptor fittings, two 12" male irrigation x 10" victaulic adaptor fittings, two Cherne I-Series plugs, and additional items associated with plug restraint and plug appurtenances (four rope sheaves, 75-ft long 1/2" dyneema winch line, 4-ft long and 2-ft long bridle slings, electric air compressor, 2,400 ft-long Dyneema double-braided "retrieval" rope, pressure regulator, and single snatch block)
2	Trailers for carrying 12-inch irrigation pipe
2	Trailer-mounted, engine-driven, 6" Godwin Self Priming Pumps
1	Trailer-mounted, engine-driven, 8" Pioneer Prime Centrifugal Pump
1	Trailer-mounted, engine-driven, 12" Gorman Rupp centrifugal sewage pump w/1 - 3'x12" diameter pipe, 1 - 5'x12" pipe, 3 - 12" 90 degree elbows, 1 - 10" 90 degree elbow
1	Trailer-mounted, engine-driven, 10" Peabody-Barnes centrifugal pump
1	Caterpillar 950e loader
1	Caterpillar 416c backhoe
1	10-yard Mack dump truck
1	Bobcat Model 843
1	GapVax Industrial Vacuum Truck
2	Pallets of burlap bags
7	Inflatable plugs for TRI
(Varies)	Manhole risers, grade rings and lids
(Varies)	Miscellaneous tools for diking
(Varies)	Miscellaneous safety equipment

TABLE 6-2

**TAHOE-TRUCKEE SANITATION AGENCY
EMERGENCY PIPE & FITTING INVENTORY**

Quantity	Length (ft)	Description	Fittings	Location
12" Diameter				
79	20 (each)	Irrigation Pipes (unused)	M/F	Behind AWT (On Trailers)
97	20 (each)	Irrigation Pipes (used)	M/F	Behind AWT
Varies	Varies	Irrigation Fittings (90 Degree Elbows, 45 Degree Elbows, Tee, and Reducer)	M/F	Behind AWT
2	1@50, 1@75	Collapsible Discharge Hoses	None	Vehicle Warehouse
1		Flange w/Hose Adapter for Discharge Hoses		Vehicle Warehouse
Varies		Clamp Rings and Rubber Gaskets	For Irrigation Pipe	Vehicle Warehouse
10" Diameter				
2	20 (each)	"Newer" Flexible Suction Hose	Victaulic x Victaulic	Trailer, Fac. 69
2	25 (each)	"Newer" Flexible Suction Hose	Victaulic x Special	Trailer, Fac. 69
6	40 (total)	"Newer" Flexible Suction Hose	Victaulic x Victaulic	Trailer, Fac. 69
1	16 (each)	"Older" Flexible Suction Hose	Flange x Victaulic	Behind AWT
1	1	Flange w/12" Irrigation Fitting	M/Irrigation/Camloc	Behind AWT
3	1,980 (total)	Lay-Flat Discharge Hose	Victaulic	Hose Reel, Fac. 70
9	Varies	S.S. Pump Discharge Piping	Victaulic	Trailer, Fac. 69
6	Varies	S.S. Manhole Discharge Piping	Victaulic	Trailer, Fac. 69
8" Diameter				
1	10 (each)	Flexible Suction Hose	Victaulic	Behind AWT
1	12 (each)	Flexible Suction Hose	Victaulic	Behind AWT
1	15 (each)	Flexible Suction Hose	Victaulic	Behind AWT
3	1@30, 2@50	Collapsible Discharge Hoses	Camloc	AWT Storage Container
2	1@250, 1@150	Lay Flat Discharge Hose	Victaulic	Hose Reel, Fac. 70
Pipe Plugs				
1		Cherne I-Series Plug #310408 for 20" to 36" pipe size range		Trailer, Fac. 69
1		Cherne I-Series Plug #310488 for 24" to 42" pipe size range		Trailer, Fac. 69
1		Cherne Plug #265152 for 24" to 36" pipe size range		Warehouse, Fac. 61
1		Cherne Plug #272310 for 24" to 42" pipe size range		Warehouse, Fac. 61
2		Cherne Plug #262242 for 24" pipe		Warehouse, Fac. 61
1		Cherne Plug #266027 (pillow plug) for 30" pipe		Warehouse, Fac. 61

Element 6: Overflow Emergency Response Plan

pipe. Portable pumps would be moved to the upstream manhole, an inflatable plug would be installed at the upstream manhole, a plug or sandbags would be installed in the downstream manhole, suction and discharge pipes/hoses would be placed, and bypass pumping would be started. Existing bridges may be utilized to bypass the damaged section of piping. Break repair may require waiting for low water conditions, diking, digging out old pipe, retrenching, and replacing pipe.

6.4 External Reporting and Notification Requirements

Notification and reporting requirements in the event of an SSO are dictated by the SWRCB Monitoring and Reporting requirements (Order No. WQ 2013-0058-EXEC) for the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. Notification and reporting requirements are dependent on the type and category of the SSO. SSO categories include the following:

1. Category 1 – Discharges of untreated or partially treated wastewater of **any volume** resulting from an enrollee’s sanitary sewer system failure or flow condition that:
 - a. Reach surface water and/or reach a drainage channel tributary to a surface water; or
 - b. Reach a storm sewer system and are not fully captured and returned to the sanitary sewer system or otherwise captured and disposed of properly.
2. Category 2 – Discharges of untreated or partially treated wastewater of **1,000 gallons or greater** resulting from an enrollee’s sanitary sewer system failure or flow condition that **do not** reach surface water, drainage channel, or separate storm sewer system.
3. Category 3 – All other discharges of untreated or partially treated wastewater resulting from an enrollee’s sanitary sewer system failure or flow condition.
4. Private Lateral Sewage Discharges (PLSDs) – Discharges of untreated or partially treated wastewater resulting from blockages or other problems **within a privately-owned sewer lateral** connected to the enrollee’s sanitary sewer system.

Category 1 SSO Notification Requirements and Reporting Requirements

For Category 1 SSOs **greater than or equal to 1,000 gallons**, someone on the management team (as indicated on the “Internal Notifications Table” above) must notify the California Office of Emergency Services (Cal OES) at 800-852-7550 and obtain a notification control number, as soon as possible, **but no later than two hours** after the following:

1. A T-TSA employee has knowledge of the discharge by discovery or through receipt of information from the public or other source;
2. Notification is possible; **and**
3. Notification can be provided without substantially impeding cleanup or other emergency measures.

T-TSA must provide the following information to Cal OES to satisfy notification requirements and receive a control number for a Category 1 SSO greater than or equal to 1,000 gallons:

1. Name of person notifying Cal OES and direct return phone number.

Element 6: Overflow Emergency Response Plan

2. Estimated SSO volume discharged (gallons).
3. If ongoing, estimated SSO discharge rate (gallons per minute).
4. SSO Incident Description:
 - a. Brief narrative.
 - b. On-scene point of contact for additional information (name and cell phone number).
 - c. Date and time enrollee became aware of the SSO.
 - d. Name of sanitary sewer system agency causing the SSO.
 - e. SSO cause (if known).
5. Indication of whether the SSO has been contained.
6. Indication of whether surface water is impacted.
7. Name of surface water impacted by the SSO, if applicable.
8. Indication of whether a drinking water supply is or may be impacted by the SSO.
9. Any other known SSO impacts.
10. SSO incident location (address, city, state, and zip code).

Following the initial notification to Cal OES and until T-TSA certifies the SSO report in the California Integrated Water Quality System (CIWQS) Online SSO Database, T-TSA must provide updates to Cal OES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged, and any substantial change(s) to known impact(s).

Category 1 SSOs **less than 1,000 gallons** do not require notification to Cal OES. They only require CIWQS reporting.

With regard to reporting, a draft report for a Category 1 SSO (regardless of SSO size) must be submitted to the CIWQS Online SSO Database **within 3 business days** after T-TSA has knowledge of the discharge. Note: only T-TSA's legally responsible official (LRO) or data submitters who are authorized by the LRO and registered with the State Water Board may submit a draft report. The draft CIWQS report must include, at a minimum, the information defined in **section C.8.i.a** of the attached SWRCB Monitoring and Reporting Program. The final CIWQS report for a Category 1 SSO must be certified by the LRO **within 15 business days** of the end date of the SSO. The final CIWQS report must include, at a minimum, the information defined in **section C.8.i.b** of the attached SWRCB Monitoring and Reporting Program.

Category 2 SSO Reporting Requirements

Category 2 SSOs do not require notification to Cal OES. This level of SSO only requires CIWQS reporting.

The draft report for Category 2 SSOs must be submitted to the CIWQS Online SSO Database by the LRO or an LRO authorized data submitter on the management team **within 3 business days** after T-TSA has knowledge of the discharge. The draft CIWQS report must include, at a minimum, the information defined in **section C.8.i.c** of the attached SWRCB Monitoring and Reporting Program. The final CIWQS report for a Category 1 SSO must be certified by the LRO

Element 6: Overflow Emergency Response Plan

within 15 business days of the end date of the SSO. The final CIWQS report must include, at a minimum, the information defined in **section C.8.i.d** of the attached SWRCB Monitoring and Reporting Program.

Category 3 SSO Reporting Requirements

All Category 3 SSOs must be reported to the CIWQS Online SSO Database and certified (by the LRO) within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February must be entered into the database and certified by March 30th). The final Category 3 SSO report must include, at a minimum, the information defined in **section C.8.i.e** of the attached SWRCB Monitoring and Reporting Program.

Private Lateral Sewage Discharges – Does not apply to T-TSA

6.5 SSO Technical Report Requirements

For any Category 1 SSO in which greater than 50,000 gallons are spilled to surface waters, an SSO Technical Report must be prepared within 45 calendar days from the SSO end date. Detailed requirements for the SSO Technical Report are provided in **section C.5** of the SWRCB Monitoring and Reporting Program. The required subsections of the SSO Technical Report include *Causes and Circumstances of the SSO*, *Enrollee's Response to SSO*, and *Water Quality Monitoring*.

6.6 Water Quality Monitoring Requirements

As mentioned above in the SSO Technical Report requirements, water quality monitoring is required when a Category 1 SSO greater than 50,000 gallons occurs. Under these circumstances, T-TSA must develop and implement an SSO Water Quality Monitoring Program to assess impacts of an SSO on surface waters (typically the Truckee River). T-TSA's SSO Water Quality Monitoring Program will vary depending on the type and location of the SSO. At a minimum, T-TSA's SSO Water Quality Monitoring Program will include the following:

1. Water quality analyses for ammonia and fecal coliform in the Truckee River at various sampling locations on the Truckee River. Provided it is safe to do so, sampling will be initiated within 48 hours from becoming aware of the SSO. Analyses will be performed in the T-TSA's laboratory on properly maintained and calibrated instruments. The frequency of sampling will depend on the magnitude and duration of the spill and the estimated flow velocity of the Truckee River, but sampling will continue until the Truckee River returns to normal background levels.
2. Selection of sampling locations to help ascertain the impact of the SSO. While the exact locations of water quality sampling will depend on the type and location of the spill, sampling will likely take place directly upstream and downstream of the SSO in addition

Element 6: Overflow Emergency Response Plan

to the standard Truckee River sampling locations directly upstream and downstream of T-TSA's Water Reclamation Plant (sampling sites T1 and T2).

3. Additional water quality monitoring if required by the SWRCB and Lahontan Regional Water Quality Control Board.

6.7 Training and Enforcement

Emergency response plan training for T-TSA staff includes the following:

- Periodic Training on Emergency Response Procedures for SSOs on the TRI.
- Mock drills using the bypass equipment.

During an actual event, management staff would ensure that staff and contractors adhere to the Emergency Response Plan and the procedures that they have been trained to perform.

6.8 Traffic and Crowd Control

Portions of the TRI easement experience heavy traffic and/or crowds. It is critical that T-TSA staff and contractors be aware of vehicular traffic, pedestrian traffic, cyclists, skaters, recreational trail users, and all other traffic and crowds that may be encountered. Safety equipment such as flashing lights, beacons, cones, signs, barricades, safety vests, caution tape, and other means must be used at the work area to clearly identify the presence of T-TSA staff and contractors.

When a project requires vehicular traffic control, T-TSA or its contractors must have a traffic control plan in place that meets all the requirements of the Federal Highway Administration's Manual on Uniform Traffic Control Devices for Streets and Highways. The plan must also adhere to all the requirements of the California Department of Transportation (CalTrans), including both general provisions and all requirements of the CalTrans Encroachment Permit obtained by T-TSA. When a traffic control plan is required, a contractor must submit its plan to T-TSA for approval prior to beginning work activities.

6.9 Other Response Activities

Other emergency response activities may include the following, depending on the severity of the overflow:

- Notification of other member districts to receive mutual aid.
- Notification of Truckee Meadows Water Authority (775-834-8080).
- Notification of affected residents (such as along portions of the Truckee River corridor) with front door hangers.
- Notification of the local media by the designated T-TSA representative, in order to issue a public service announcement.
- Additional water quality testing in the Truckee River.
- Initiation of the Standardized Emergency Management System (SEMS).

Element 6 Appendix

SWRCB Monitoring and Reporting Program No. WQ 2013-0058-EXEC

STATE OF CALIFORNIA
WATER RESOURCES CONTROL BOARD
ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM
FOR
STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR
SANITARY SEWER SYSTEMS

The State of California, Water Resources Control Board (hereafter State Water Board) finds:

1. The State Water Board is authorized to prescribe statewide general Waste Discharge Requirements (WDRs) for categories of discharges that involve the same or similar operations and the same or similar types of waste pursuant to Water Code section 13263(i).
2. Water Code section 13193 *et seq.* requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) to gather Sanitary Sewer Overflow (SSO) information and make this information available to the public, including but not limited to, SSO cause, estimated volume, location, date, time, duration, whether or not the SSO reached or may have reached waters of the state, response and corrective action taken, and an enrollee's contact information for each SSO event. An enrollee is defined as the public entity having legal authority over the operation and maintenance of, or capital improvements to, a sanitary sewer system greater than one mile in length.
3. Water Code section 13271, *et seq.* requires notification to the California Office of Emergency Services (Cal OES), formerly the California Emergency Management Agency, for certain unauthorized discharges, including SSOs.
4. On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ, "Statewide Waste Discharge Requirements for Sanitary Sewer Systems"¹ (hereafter SSS WDRs) to comply with Water Code section 13193 and to establish the framework for the statewide SSO Reduction Program.
5. Subsection G.2 of the SSS WDRs and the Monitoring and Reporting Program (MRP) provide that the Executive Director may modify the terms of the MRP at any time.
6. On February 20, 2008, the State Water Board Executive Director adopted a revised MRP for the SSS WDRs to rectify early notification deficiencies and ensure that first responders are notified in a timely manner of SSOs discharged into waters of the state.
7. When notified of an SSO that reaches a drainage channel or surface water of the state, Cal OES, pursuant to Water Code section 13271(a)(3), forwards the SSO notification information² to local government agencies and first responders including local public health officials and the applicable Regional Water Board. Receipt of notifications for a single SSO event from both the SSO reporter

¹ Available for download at:

http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf

² Cal OES Hazardous Materials Spill Reports available Online at:

[http://w3.calema.ca.gov/operational/mal haz.nsf/\\$defaultview](http://w3.calema.ca.gov/operational/mal haz.nsf/$defaultview) and <http://w3.calema.ca.gov/operational/mal haz.nsf>

and Cal OES is duplicative. To address this, the SSO notification requirements added by the February 20, 2008 MRP revision are being removed in this MRP revision.


8. In the February 28, 2008 Memorandum of Agreement between the State Water Board and the California Water and Environment Association (CWEA), the State Water Board committed to re-designing the CIWQS³ Online SSO Database to allow "event" based SSO reporting versus the original "location" based reporting. Revisions to this MRP and accompanying changes to the CIWQS Online SSO Database will implement this change by allowing for multiple SSO appearance points to be associated with each SSO event caused by a single asset failure.
9. Based on stakeholder input and Water Board staff experience implementing the SSO Reduction Program, SSO categories have been revised in this MRP. In the prior version of the MRP, SSOs have been categorized as Category 1 or Category 2. This MRP implements changes to SSO categories by adding a Category 3 SSO type. This change will improve data management to further assist Water Board staff with evaluation of high threat and low threat SSOs by placing them in unique categories (i.e., Category 1 and Category 3, respectively). This change will also assist enrollees in identifying SSOs that require Cal OES notification.
10. Based on over six years of implementation of the SSS WDRs, the State Water Board concludes that the February 20, 2008 MRP must be updated to better advance the SSO Reduction Program⁴ objectives, assess compliance, and enforce the requirements of the SSS WDRs.

IT IS HEREBY ORDERED THAT:

Pursuant to the authority delegated by Water Code section 13267(f), Resolution 2002-0104, and Order 2006-0003-DWQ, the MRP for the SSS WDRs (Order 2006-0003-DWQ) is hereby amended as shown in Attachment A and shall be effective on September 9, 2013.

8/6/13

Date



Thomas Howard
Executive Director

³ California Integrated Water Quality System (CIWQS) publicly available at <http://www.waterboards.ca.gov/ciwqs/publicreports.shtml>

⁴ Statewide Sanitary Sewer Overflow Reduction Program information is available at: http://www.waterboards.ca.gov/water_issues/programs/ssol/

ATTACHMENT A

STATE WATER RESOURCES CONTROL BOARD ORDER NO. WQ 2013-0058-EXEC

AMENDING MONITORING AND REPORTING PROGRAM FOR STATEWIDE GENERAL WASTE DISCHARGE REQUIREMENTS FOR SANITARY SEWER SYSTEMS

This Monitoring and Reporting Program (MRP) establishes monitoring, record keeping, reporting and public notification requirements for Order 2006-0003-DWQ, "Statewide General Waste Discharge Requirements for Sanitary Sewer Systems" (SSS WDRs). This MRP shall be effective from September 9, 2013 until it is rescinded. The Executive Director may make revisions to this MRP at any time. These revisions may include a reduction or increase in the monitoring and reporting requirements. All site specific records and data developed pursuant to the SSS WDRs and this MRP shall be complete, accurate, and justified by evidence maintained by the enrollee. Failure to comply with this MRP may subject an enrollee to civil liabilities of up to \$5,000 a day per violation pursuant to Water Code section 13350; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. The State Water Resources Control Board (State Water Board) reserves the right to take any further enforcement action authorized by law.

A. SUMMARY OF MRP REQUIREMENTS

Table 1 – Spill Categories and Definitions

CATEGORIES	DEFINITIONS [see Section A on page 5 of Order 2006-0003-DWQ, for Sanitary Sewer Overflow (SSO) definition]
CATEGORY 1	Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sanitary sewer system failure or flow condition that: <ul style="list-style-type: none">• Reach surface water and/or reach a drainage channel tributary to a surface water; or• Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
CATEGORY 2	Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sanitary sewer system failure or flow condition that do not reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
CATEGORY 3	All other discharges of untreated or partially treated wastewater resulting from an enrollee's sanitary sewer system failure or flow condition.
PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)	Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.

Table 2 – Notification, Reporting, Monitoring, and Record Keeping Requirements

ELEMENT	REQUIREMENT	METHOD
NOTIFICATION (see section B of MRP)	<ul style="list-style-type: none"> • Within two hours of becoming aware of any Category 1 SSO greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number. 	Call Cal OES at: (800) 852-7550
REPORTING (see section C of MRP)	<ul style="list-style-type: none"> • Category 1 SSO: Submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date. • Category 2 SSO: Submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date. • Category 3 SSO: Submit certified report within 30 calendar days of the end of month in which SSO the occurred. • SSO Technical Report: Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters. • “No Spill” Certification: Certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred. • Collection System Questionnaire: Update and certify every 12 months. 	Enter data into the CIWQS Online SSO Database (http://ciwqs.waterboards.ca.gov/), certified by enrollee’s Legally Responsible Official(s).
WATER QUALITY MONITORING (see section D of MRP)	<ul style="list-style-type: none"> • Conduct water quality sampling within 48 hours after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters. 	Water quality results are required to be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.
RECORD KEEPING (see section E of MRP)	<ul style="list-style-type: none"> • SSO event records. • Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP. • Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters. • Collection system telemetry records if relied upon to document and/or estimate SSO Volume. 	Self-maintained records shall be available during inspections or upon request.

B. NOTIFICATION REQUIREMENTS

Although Regional Water Quality Control Boards (Regional Water Boards) and the State Water Board (collectively, the Water Boards) staff do not have duties as first responders, this MRP is an appropriate mechanism to ensure that the agencies that have first responder duties are notified in a timely manner in order to protect public health and beneficial uses.

1. For any Category 1 SSO greater than or equal to 1,000 gallons that results in a discharge to a surface water or spilled in a location where it probably will be discharged to surface water, either directly or by way of a drainage channel or MS4, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) the enrollee has knowledge of the discharge, (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the Cal OES and obtain a notification control number.
2. To satisfy notification requirements for each applicable SSO, the enrollee shall provide the information requested by Cal OES before receiving a control number. Spill information requested by Cal OES may include:
 - i. Name of person notifying Cal OES and direct return phone number.
 - ii. Estimated SSO volume discharged (gallons).
 - iii. If ongoing, estimated SSO discharge rate (gallons per minute).
 - iv. SSO Incident Description:
 - a. Brief narrative.
 - b. On-scene point of contact for additional information (name and cell phone number).
 - c. Date and time enrollee became aware of the SSO.
 - d. Name of sanitary sewer system agency causing the SSO.
 - e. SSO cause (if known).
 - v. Indication of whether the SSO has been contained.
 - vi. Indication of whether surface water is impacted.
 - vii. Name of surface water impacted by the SSO, if applicable.
 - viii. Indication of whether a drinking water supply is or may be impacted by the SSO.
 - ix. Any other known SSO impacts.
 - x. SSO incident location (address, city, state, and zip code).
3. Following the initial notification to Cal OES and until such time that an enrollee certifies the SSO report in the CIWQS Online SSO Database, the enrollee shall provide updates to Cal OES regarding substantial changes to the estimated volume of untreated or partially treated sewage discharged and any substantial change(s) to known impact(s).
4. PLSDs: The enrollee is strongly encouraged to notify Cal OES of discharges greater than or equal to 1,000 gallons of untreated or partially treated wastewater that result or may result in a discharge to surface water resulting from failures or flow conditions within a privately owned sewer lateral or from other private sewer asset(s) if the enrollee becomes aware of the PLSD.

C. REPORTING REQUIREMENTS

1. **CIWQS Online SSO Database Account:** All enrollees shall obtain a CIWQS Online SSO Database account and receive a “Username” and “Password” by registering through CIWQS. These accounts allow controlled and secure entry into the CIWQS Online SSO Database.
2. **SSO Mandatory Reporting Information:** For reporting purposes, if one SSO event results in multiple appearance points in a sewer system asset, the enrollee shall complete one SSO report in the CIWQS Online SSO Database which includes the GPS coordinates for the location of the SSO appearance point closest to the failure point, blockage or location of the flow condition that caused the SSO, and provide descriptions of the locations of all other discharge points associated with the SSO event.
3. **SSO Categories**
 - i. **Category 1** – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee’s sanitary sewer system failure or flow condition that:
 - a. Reach surface water and/or reach a drainage channel tributary to a surface water; or
 - b. Reach a MS4 and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).
 - ii. **Category 2** – Discharges of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from an enrollee’s sanitary sewer system failure or flow condition that does not reach a surface water, a drainage channel, or the MS4 unless the entire SSO volume discharged to the storm drain system is fully recovered and disposed of properly.
 - iii. **Category 3** – All other discharges of untreated or partially treated wastewater resulting from an enrollee’s sanitary sewer system failure or flow condition.
4. **Sanitary Sewer Overflow Reporting to CIWQS - Timeframes**
 - i. **Category 1 and Category 2 SSOs** – All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported to the CIWQS Online SSO Database:
 - a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database within three (3) business days of the enrollee becoming aware of the SSO. Minimum information that shall be reported in a draft Category 1 SSO report shall include all information identified in section 8.i.a. below. Minimum information that shall be reported in a Category 2 SSO draft report shall include all information identified in section 8.i.c below.
 - b. A final Category 1 or Category 2 SSO report shall be certified through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO. Minimum information that shall be certified in the final Category 1 SSO report shall include all information identified in section 8.i.b below. Minimum information that shall be certified in a final Category 2 SSO report shall include all information identified in section 8.i.d below.

- ii. **Category 3 SSOs** – All SSOs that meet the above criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 calendar days after the end of the calendar month in which the SSO occurs (e.g., all Category 3 SSOs occurring in the month of February shall be entered into the database and certified by March 30). Minimum information that shall be certified in a final Category 3 SSO report shall include all information identified in section 8.i.e below.
- iii. **“No Spill” Certification** – If there are no SSOs during the calendar month, the enrollee shall either 1) certify, within 30 calendar days after the end of each calendar month, a “No Spill” certification statement in the CIWQS Online SSO Database certifying that there were no SSOs for the designated month, or 2) certify, quarterly within 30 calendar days after the end of each quarter, “No Spill” certification statements in the CIWQS Online SSO Database certifying that there were no SSOs for each month in the quarter being reported on. For quarterly reporting, the quarters are Q1 - January/ February/ March, Q2 - April/May/June, Q3 - July/August/September, and Q4 - October/November/December.

If there are no SSOs during a calendar month but the enrollee reported a PLSD, the enrollee shall still certify a “No Spill” certification statement for that month.
- iv. **Amended SSO Reports** – The enrollee may update or add additional information to a certified SSO report within 120 calendar days after the SSO end date by amending the report or by adding an attachment to the SSO report in the CIWQS Online SSO Database. SSO reports certified in the CIWQS Online SSO Database prior to the adoption date of this MRP may only be amended up to 120 days after the effective date of this MRP. After 120 days, the enrollee may contact the SSO Program Manager to request to amend an SSO report if the enrollee also submits justification for why the additional information was not available prior to the end of the 120 days.

5. **SSO Technical Report**

The enrollee shall submit an SSO Technical Report in the CIWQS Online SSO Database within 45 calendar days of the SSO end date for any SSO in which 50,000 gallons or greater are spilled to surface waters. This report, which does not preclude the Water Boards from requiring more detailed analyses if requested, shall include at a minimum, the following:

- i. **Causes and Circumstances of the SSO:**
 - a. Complete and detailed explanation of how and when the SSO was discovered.
 - b. Diagram showing the SSO failure point, appearance point(s), and final destination(s).
 - c. Detailed description of the methodology employed and available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.
 - d. Detailed description of the cause(s) of the SSO.
 - e. Copies of original field crew records used to document the SSO.
 - f. Historical maintenance records for the failure location.
- ii. **Enrollee’s Response to SSO:**
 - a. Chronological narrative description of all actions taken by enrollee to terminate the spill.
 - b. Explanation of how the SSMP Overflow Emergency Response plan was implemented to respond to and mitigate the SSO.

- c. Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

iii. **Water Quality Monitoring:**

- a. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.
- b. Detailed location map illustrating all water quality sampling points.

6. **PLSDs**

Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee's sanitary sewer system or from other private sanitary sewer system assets may be voluntarily reported to the CIWQS Online SSO Database.

- i. The enrollee is also encouraged to provide notification to Cal OES per section B above when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health and Safety Code section 5410 et. seq. and Water Code section 13271, or notify the responsible party that notification and reporting should be completed as specified above and required by State law.
- ii. If a PLSD is recorded in the CIWQS Online SSO Database, the enrollee must identify the sewage discharge as occurring and caused by a private sanitary sewer system asset and should identify a responsible party (other than the enrollee), if known. Certification of PLSD reports by enrollees is not required.

7. **CIWQS Online SSO Database Unavailability**

In the event that the CIWQS Online SSO Database is not available, the enrollee must fax or e-mail all required information to the appropriate Regional Water Board office in accordance with the time schedules identified herein. In such event, the enrollee must also enter all required information into the CIWQS Online SSO Database when the database becomes available.

8. **Mandatory Information to be Included in CIWQS Online SSO Reporting**

All enrollees shall obtain a CIWQS Online SSO Database account and receive a "Username" and "Password" by registering through CIWQS which can be reached at CIWQS@waterboards.ca.gov or by calling (866) 792-4977, M-F, 8 A.M. to 5 P.M. These accounts will allow controlled and secure entry into the CIWQS Online SSO Database. Additionally, within thirty (30) days of initial enrollment and prior to recording SSOs into the CIWQS Online SSO Database, all enrollees must complete a Collection System Questionnaire (Questionnaire). The Questionnaire shall be updated at least once every 12 months.

i. **SSO Reports**

At a minimum, the following mandatory information shall be reported prior to finalizing and certifying an SSO report for each category of SSO:

- a. **Draft Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 1 SSO report:
1. SSO Contact Information: Name and telephone number of enrollee contact person who can answer specific questions about the SSO being reported.
 2. SSO Location Name.
 3. Location of the overflow event (SSO) by entering GPS coordinates. If a single overflow event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the SSO appearance point explanation field.
 4. Whether or not the SSO reached surface water, a drainage channel, or entered and was discharged from a drainage structure.
 5. Whether or not the SSO reached a municipal separate storm drain system.
 6. Whether or not the total SSO volume that reached a municipal separate storm drain system was fully recovered.
 7. Estimate of the SSO volume, inclusive of all discharge point(s).
 8. Estimate of the SSO volume that reached surface water, a drainage channel, or was not recovered from a storm drain.
 9. Estimate of the SSO volume recovered (if applicable).
 10. Number of SSO appearance point(s).
 11. Description and location of SSO appearance point(s). If a single sanitary sewer system failure results in multiple SSO appearance points, each appearance point must be described.
 12. SSO start date and time.
 13. Date and time the enrollee was notified of, or self-discovered, the SSO.
 14. Estimated operator arrival time.
 15. For spills greater than or equal to 1,000 gallons, the date and time Cal OES was called.
 16. For spills greater than or equal to 1,000 gallons, the Cal OES control number.
- b. **Certified Category 1 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 1 SSO report, in addition to all fields in section 8.i.a :
1. Description of SSO destination(s).
 2. SSO end date and time.
 3. SSO causes (mainline blockage, roots, etc.).
 4. SSO failure point (main, lateral, etc.).
 5. Whether or not the spill was associated with a storm event.
 6. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the overflow; and a schedule of major milestones for those steps.
 7. Description of spill response activities.
 8. Spill response completion date.
 9. Whether or not there is an ongoing investigation, the reasons for the investigation and the expected date of completion.

10. Whether or not a beach closure occurred or may have occurred as a result of the SSO.
 11. Whether or not health warnings were posted as a result of the SSO.
 12. Name of beach(es) closed and/or impacted. If no beach was impacted, NA shall be selected.
 13. Name of surface water(s) impacted.
 14. If water quality samples were collected, identify parameters the water quality samples were analyzed for. If no samples were taken, NA shall be selected.
 15. If water quality samples were taken, identify which regulatory agencies received sample results (if applicable). If no samples were taken, NA shall be selected.
 16. Description of methodology(ies) and type of data relied upon for estimations of the SSO volume discharged and recovered.
 17. SSO Certification: Upon SSO Certification, the CIWQS Online SSO Database will issue a final SSO identification (ID) number.
- c. **Draft Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a draft Category 2 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO.
- d. **Certified Category 2 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 2 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-9, and 17 in section 8.i.b above for Certified Category 1 SSO.
- e. **Certified Category 3 SSOs**: At a minimum, the following mandatory information shall be reported for a certified Category 3 SSO report:
1. Items 1-14 in section 8.i.a above for Draft Category 1 SSO and Items 1-5, and 17 in section 8.i.b above for Certified Category 1 SSO.

ii. **Reporting SSOs to Other Regulatory Agencies**

These reporting requirements do not preclude an enrollee from reporting SSOs to other regulatory agencies pursuant to state law. In addition, these reporting requirements do not replace other Regional Water Board notification and reporting requirements for SSOs.

iii. **Collection System Questionnaire**

The required Questionnaire (see subsection G of the SSS WDRs) provides the Water Boards with site-specific information related to the enrollee's sanitary sewer system. The enrollee shall complete and certify the Questionnaire at least every 12 months to facilitate program implementation, compliance assessment, and enforcement response.

iv. **SSMP Availability**

The enrollee shall provide the publicly available internet web site address to the CIWQS Online SSO Database where a downloadable copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP is posted. If all of the SSMP documentation listed in this subsection is not publicly available on the Internet, the enrollee shall comply with the following procedure:

- a. Submit an **electronic** copy of the enrollee's approved SSMP, critical supporting documents referenced in the SSMP, and proof of local governing board approval of the SSMP to the State Water Board, within 30 days of that approval and within 30 days of any subsequent SSMP re-certifications, to the following mailing address:

State Water Resources Control Board
Division of Water Quality
Attn: SSO Program Manager
1001 I Street, 15th Floor, Sacramento, CA 95814

D. WATER QUALITY MONITORING REQUIREMENTS:

To comply with subsection D.7(v) of the SSS WDRs, the enrollee shall develop and implement an SSO Water Quality Monitoring Program to assess impacts from SSOs to surface waters in which 50,000 gallons or greater are spilled to surface waters. The SSO Water Quality Monitoring Program, shall, at a minimum:

1. Contain protocols for water quality monitoring.
2. Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, access restrictions, etc.).
3. Require water quality analyses for ammonia and bacterial indicators to be performed by an accredited or certified laboratory.
4. Require monitoring instruments and devices used to implement the SSO Water Quality Monitoring Program to be properly maintained and calibrated, including any records to document maintenance and calibration, as necessary, to ensure their continued accuracy.
5. Within 48 hours of the enrollee becoming aware of the SSO, require water quality sampling for, at a minimum, the following constituents:
 - i. Ammonia
 - ii. Appropriate Bacterial indicator(s) per the applicable Basin Plan water quality objective or Regional Board direction which may include total and fecal coliform, enterococcus, and e-coli.

E. RECORD KEEPING REQUIREMENTS:

The following records shall be maintained by the enrollee for a minimum of five (5) years and shall be made available for review by the Water Boards during an onsite inspection or through an information request:

1. General Records: The enrollee shall maintain records to document compliance with all provisions of the SSS WDRs and this MRP for each sanitary sewer system owned including any required records generated by an enrollee's sanitary sewer system contractor(s).
2. SSO Records: The enrollee shall maintain records for each SSO event, including but not limited to:
 - i. Complaint records documenting how the enrollee responded to all notifications of possible or actual SSOs, both during and after business hours, including complaints that do not

result in SSOs. Each complaint record shall, at a minimum, include the following information:

- a. Date, time, and method of notification.
 - b. Date and time the complainant or informant first noticed the SSO.
 - c. Narrative description of the complaint, including any information the caller can provide regarding whether or not the complainant or informant reporting the potential SSO knows if the SSO has reached surface waters, drainage channels or storm drains.
 - d. Follow-up return contact information for complainant or informant for each complaint received, if not reported anonymously.
 - e. Final resolution of the complaint.
- ii. Records documenting steps and/or remedial actions undertaken by enrollee, using all available information, to comply with section D.7 of the SSS WDRs.
 - iii. Records documenting how all estimate(s) of volume(s) discharged and, if applicable, volume(s) recovered were calculated.
3. Records documenting all changes made to the SSMP since its last certification indicating when a subsection(s) of the SSMP was changed and/or updated and who authorized the change or update. These records shall be attached to the SSMP.
 4. Electronic monitoring records relied upon for documenting SSO events and/or estimating the SSO volume discharged, including, but not limited to records from:
 - i. Supervisory Control and Data Acquisition (SCADA) systems
 - ii. Alarm system(s)
 - iii. Flow monitoring device(s) or other instrument(s) used to estimate wastewater levels, flow rates and/or volumes.

F. CERTIFICATION

1. All information required to be reported into the CIWQS Online SSO Database shall be certified by a person designated as described in subsection J of the SSS WDRs. This designated person is also known as a Legally Responsible Official (LRO). An enrollee may have more than one LRO.
2. Any designated person (i.e. an LRO) shall be registered with the State Water Board to certify reports in accordance with the CIWQS protocols for reporting.
3. Data Submitter (DS): Any enrollee employee or contractor may enter draft data into the CIWQS Online SSO Database on behalf of the enrollee if authorized by the LRO and registered with the State Water Board. However, only LROs may certify reports in CIWQS.
4. The enrollee shall maintain continuous coverage by an LRO. Any change of a registered LRO or DS (e.g., retired staff), including deactivation or a change to the LRO's or DS's contact information, shall be submitted by the enrollee to the State Water Board within 30 days of the change by calling (866) 792-4977 or e-mailing help@ciwqs.waterboards.ca.gov.

5. A registered designated person (i.e., an LRO) shall certify all required reports under penalty of perjury laws of the state as stated in the CIWQS Online SSO Database at the time of certification.

CERTIFICATION

The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of an order amended by the Executive Director of the State Water Resources Control Board.

7/30/13

Date



Jeanine Townsend
Clerk to the Board

Element 7: Fats, Oils and Grease (FOG) Control Program

This section of the SSMP describes the requirements for a Fats, Oils and Grease (FOG) control program, as applicable to T-TSA. The SWRCB Order No. 2006-003-DWQ states that if an Enrollee determines that a FOG program is not needed, it must justify why. T-TSA is in the unique position that it owns and operates the TRI only and does not own and operate a sewer collection system, for which FOG control programs typically apply. The reasons that a FOG control program does not apply to T-TSA and the TRI are as follows:

- The TRI does not have direct connections to potential dischargers of FOG. The primary source of FOG is from restaurants or other kitchen facilities. If FOG is released from these types of facilities it would first be discharged to the individual collection system, and may cause a problem in the collection system piping. However, only a dilute concentration of FOG, and only the portion of FOG that does not accumulate in the collection system piping, would enter the TRI. The low concentration of potential FOG in the TRI results in practically no potential for FOG to cause or contribute to an SSO discharge in the TRI.
- The TRI pipe size is relatively large, which also minimizes the potential that FOG would cause or contribute to an SSO discharge.
- T-TSA's member districts control the sources of FOG within their district boundaries and enforce their own FOG control programs because their collection systems are most directly affected by these FOG discharges.

For these reasons, T-TSA does not require its own FOG control program. It is important that each of the member districts have a FOG control program to help prevent SSO discharges from occurring within their district boundaries. T-TSA will assist its member districts as necessary in enforcing FOG regulations that, if not followed, could otherwise affect T-TSA's facilities. To assist its member districts, T-TSA may independently administer, inspect sites, and enforce its own rules, regulations, ordinances, and resolutions. T-TSA coordinates with member districts to ensure that their FOG control programs are consistent with T-TSA Ordinances 1-2015 and 2-2015, in addition to meeting the requirements of SWRCB Order No. 2006-003-DWQ.

Element 8: System Evaluation and Capacity Assurance Plan

This section of the SSMP describes T-TSA's System Evaluation and Capacity Assurance Plan.

8.1 Regulatory Requirements for the System Evaluation and Capacity Assurance Plan Element

The SWRCB requirements for the System Evaluation and Capacity Assurance Plan are to prepare and implement a CIP that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. The plan must include the following:

1. **Evaluation:** Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by a hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape from the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events.
2. **Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified (in the above task) to establish appropriate design criteria.
3. **Capacity Enhancement Measures:** The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.
4. **Schedule:** Schedule of completion dates shall be developed for all portions of the CIP. The schedule shall be reviewed and updated in accordance with the updating and re-certification requirements of SWRCB Order No. 2006-003-DWQ.

8.2 Evaluation

The purpose of the sewer system evaluation as required by SWRCB Order No. 2006-003-DWQ is to identify hydraulic deficiencies that have caused or contributed to an SSO discharge. The intent is for deficiency findings from the evaluation to be used to determine capacity enhancement measures and then to implement the measures as part of a CIP.

T-TSA has had no SSO discharges on the TRI to date. This includes the flood event of January 1-3, 1997, the flood event between December 30, 2005 and January 1, 2006, and the flood events in January and February 2017. All of these floods were extreme events and compounding this, two of these events occurred over the New Year's Day holiday, one of the highest wastewater loading periods due to heavy visitation by tourists to the region. The flood of January 1997 was the result of more than 180 percent of normal snowpack in December 1996 followed by an unseasonably warm and extremely heavy rain event that occurred from

Element 8: System Evaluation and Capacity Assurance Plan

December 30, 1996 through January 3, 1997, which melted almost all of the snowpack below 7,000 feet. The United States Geological Survey (USGS) estimated that the recurrence interval of the January 1997 Truckee River stream flow peaks at the Farad and Reno gaging stations were slightly less than 50 years. The flood event that occurred over the New Year's Day holiday of 2006 occurred as the result of an unseasonably warm and heavy rain event compounded with a low snowpack, which was incapable of absorbing the rainfall. The amount of precipitation received during the month of December, 11 inches total, was about 250 percent of the amount received in a typical December, but the average snow depth on the ground of only 3 inches was a meager 36 percent of the normal depth at that time of year. The 2016-2017 winter was the wettest ever recorded for the northern Sierra Nevada Mountains. There were many multi-day rain-snow "atmospheric river" events. The most extreme rain-snow events occurred in early January and early February, with the January event longer in duration but similar in scope to the 2005-2006 event. All of these flood events resulted in large volumes of I&I entering the system, which added to the high baseline flows that were already occurring.

Because no SSO discharges have occurred on the TRI to date, determining deficiencies based on actual SSO discharges is not applicable to T-TSA at this time. Instead, T-TSA utilizes hydraulic modeling to identify areas of present hydraulic deficiencies as well as future hydraulic deficiencies resulting from planned development projects and operational changes in collection systems that are tributary to the TRI. Recently, T-TSA updated its hydraulic model for the TRI utilizing DHI's MIKEURBAN v2014 software. This model was developed based on new surveying work and revised datums. TRI capacity was evaluated under both maximum dry weather flow (DWF) and maximum wet weather flow (WWF) conditions. The basis for the WWF condition was the New Year's storm of 2005-2006. The new TRI hydraulic model will be further updated based on future planned developments and on operational changes that are made within the collections systems that are tributary to the TRI.

8.3 Design Criteria

The design criteria for the TRI are to avoid SSO discharges during extreme flow periods and to maintain a minimum flow velocity of 2 feet per second at minimum flow periods. The TRI hydraulic model, as described above, uses complex computational analyses to calculate the flow rate and flow depth over a simulation period. Inputs to the TRI hydraulic model include diurnal variations, peaking factors, and operational considerations such as collection system pump station controls. The basis for the hydraulic analyses is the Manning Formula, as follows:

$$Q = 1.49/n * A * R^{2/3} * S^{1/2}$$

Where:

Q	=	Flow - (cubic feet per second)
n	=	Friction loss coefficient with an assigned value of 0.013
A	=	Cross-sectional area of flow - (square feet)
R	=	Hydraulic radius (cross sectional area

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$$S = \frac{\text{divided by wetted perimeter) - (feet)}}{\text{Slope of the hydraulic gradient}}$$

8.4 Capacity Enhancement Measures

The primary hydraulic deficiency identified in the most recent modeling work was between Manholes 81 and 83. Manhole 81 to 83 improvements were completed in the summer of 2018. This improvement will reduce the likelihood of accidental releases of raw sewage into the Truckee River, located directly adjacent to the TRI, during extreme flow events, floods, environmental catastrophes and other types of emergencies. Other future projects will be scheduled as they are identified. T-TSA maintains adequate cash reserves to fund the construction and implementation of these improvements.

8.5 Schedule

See above for the schedule of planned improvements. The estimated schedule will be reviewed and updated in accordance with the updating and re-certification requirements of SWRCB Order No. 2006-003-DWQ.

Element 9: Monitoring, Measurement, and Program Modifications

This section of the SSMP describes T-TSA's procedures for monitoring, measurement, and program modifications.

9.1 Regulatory Requirements for the Monitoring, Measurement, and Program Modifications Element

The SWRCB requirements for the monitoring, measurement, and program modifications element are as follows:

1. Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;
2. Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;
3. Assess the success of the preventative maintenance program;
4. Update program elements, as appropriate, based on monitoring or performance evaluations; and
5. Identify and illustrate SSO trends, including: frequency, location, and volume.

9.2 Maintain Relevant Information

The intent of this requirement is to maintain a database or a graphic information system (GIS) to track the locations, severities, frequencies, and causes of SSO discharges. The SSO information gathered would then be used, in conjunction with modeling and other analytical devices, as the basis for the system evaluation and capacity assurance plan and associated CIP, as well as the basis for SSMP performance evaluations. T-TSA has had no observed SSO discharges on its TRI to date. Therefore, the scope of this activity for T-TSA is slightly different. For T-TSA, this task consists of tracking root intrusion observations, sediment accumulations, corrosion, other defects, and other maintenance-related requirements observed as part of CCTV or digital scanning inspections. This information is maintained on T-TSA's servers and on its GIS system.

9.3 Monitor Implementation and Effectiveness of SSMP

The intent of this requirement is to monitor the effectiveness of the SSMP by tracking performance indicators primarily related to SSO discharges. Typically, for a sewer collection agency, the performance indicators would include items such as the following:

- Number of SSO discharges over the past 12 months attributable to dry weather conditions and wet weather conditions.
- Number of SSO discharges normalized per linear distance of sewer piping (e.g., number of SSO discharges per 100 miles of piping).
- Volume distribution of SSO discharges (e.g. <100 gallons, between 100 and 1,000 gallons, between 1,000 and 10,000 gallons, and >10,000 gallons).

Element 9: Monitoring, Measurement, and Program Modifications

- The volume of SSO discharges that were contained compared to the total volume of SSO discharges.
- Average time to respond to SSO discharges.
- Relationships between SSO discharges and storm events.

At this time, none of these typical performance indicators are applicable to T-TSA given that no SSO discharges have been observed along the TRI to date. For T-TSA, the frequency and severity of root intrusion, sediment accumulation, corrosion, and other defects will be noted and evaluated. Furthermore, if SSO discharges occur in the future, the implementation and effectiveness of the SSMP will be reassessed and the deficiencies will be addressed.

9.4 Assess Preventative Maintenance Program

As indicated in Element 4 of T-TSA's SSMP, T-TSA's preventative maintenance program consists of annual CCTV or digital scanning inspection work and physical inspections of the TRI alignment in the spring and fall. CCTV or digital scanning inspection work is performed on each reach of the TRI at a frequency of at least every four years. The assessment of T-TSA's preventative maintenance program is based on whether the severity and frequency of root intrusion, sediment accumulation, corrosion, and other defects remain at acceptable levels.

9.5 Update Program Elements

The intent of this section is to update T-TSA's SSMP elements as a result of monitoring and performance requirements. To comply with this requirement, T-TSA will update the SSMP if the frequency and severity of root intrusion, sediment accumulation, corrosion, and other defects rises to unacceptable levels. T-TSA will also track sewer flows in the TRI to assess the impacts of population growth. Furthermore, if SSO discharges occur in the future, T-TSA will update the SSMP to correct any deficiencies.

In addition to updating SSMP elements based on monitoring and performance requirements, T-TSA will periodically update the SSMP to ensure the document remains current. This task may include updating the following:

- T-TSA's legal authority documents, as necessary.
- Storm drain facilities in the vicinity of the TRI, as observed during the spring and fall inspections.
- Equipment inventories.
- Staff personnel references.
- Other sections as required.

9.6 Identify and Illustrate SSO Trends

If SSO discharges occur on the TRI in the future, T-TSA will identify and illustrate SSO trends.

Element 10: SSMP Program Audits

This section of the SSMP describes the requirements for and compliance with SSMP Program Audits.

10.1 Regulatory Requirements for the SSMP Program Audits Element

The SWRCB has the following requirements for SSMP Program Audits:

As part of the SSMP, the Enrollee (T-TSA) shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. The audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in SWRCB Order No. 2006-0003-DWQ, including identification of any deficiencies in the SSMP and steps to correct them.

10.2 Compliance with SSMP Program Audits

The SWRCB requirements state that the internal audits shall be appropriate to the size of the system and the number of SSO discharges. For T-TSA, the amount of sewer piping owned, operated, and maintained is very small compared to sewer collection agencies with similar cumulative sewer flows. In addition, no SSO discharges have been observed on T-TSA's TRI to date. If SSO discharges do not occur in the future, it will be assumed that the implementation of T-TSA's SSMP is effective. If SSO discharges do occur in the future, steps will be taken to identify any deficiencies in the SSMP and the deficiencies will be corrected.

An audit of the SSMP will be conducted every two years, unless deficiencies warrant more frequent audits. At a minimum, the SSMP will be reviewed to assess whether the following aspects of the SSMP are satisfactory:

- The SSMP goals are appropriate.
- The organization description is up to date and appropriate.
- T-TSA's legal authority documents are current and effective.
- The operations and maintenance program includes current maps and drawings including current storm drain and natural drainage features; an appropriate frequency and scope for CCTV/Digital Scanning and T-TSA inspections; an appropriate and effective rehabilitation and replacement plan; an appropriate level of staff training; and a sufficient inventory of equipment and replacement parts.
- The design and performance provisions, including design and construction standards and inspection and testing procedures, are appropriate and effective.
- The overflow emergency response plan is current, effective, and meets all regulatory requirements.
- The system evaluation and capacity assurance plan and associated CIP are up to date and effective and the schedule for TRI improvements is appropriate.

Element 10: SSMP Program Audits

- The monitoring, measurement, and program modifications effort provides effective feedback on the SSMP program.
- The communications plan with the public is providing an appropriate level of outreach.

Element 11: Communications Program

This section of the SSMP describes T-TSA's communication program with the public.

11.1 Regulatory Requirements for the Communications Program Element

The SWRCB requirements for the communications program element are as follows:

The Enrollee (T-TSA) shall communicate on a regular basis with the public on the development, implementation, and performance of the SSMP. The communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

11.2 Communications Program

T-TSA had a draft version of its SSMP available to the public on T-TSA's website (www.ttsa.net), allowed time for review, and invited public comments both on line and at a Board of Directors meeting held on July 8, 2009. T-TSA's SSMP remains on T-TSA's website and public comment is invited. T-TSA will address public comments as appropriate. Comments that will require the SSMP to be edited and updated will be incorporated in the next revision cycle.

Systems that are tributary and/or satellite to T-TSA's sanitary sewer system consist of those owned and operated by T-TSA's member districts. On a management level, communication between T-TSA and the member districts occurs between T-TSA's General Manager and member districts' general managers at regularly scheduled managers' meetings. Communication with member districts also occurs between T-TSA's General Manager and its Board of Directors, a board that is comprised of representatives from each of the member district's board of directors.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Richard Pallante, Maintenance Manager
Item: V-8
Subject: Approval for the purchase and installation of the security camera system project

Background

Installation of the Agency's current security camera system began as part of the plant expansion project in 2005. Additional cameras were installed as part of the Truckee River Trail project to enhance coverage. While being enhanced during that project the current system lacks complete coverage and many of the cameras are now outdated. Working with Johnson Controls Security Solutions staff scoped and outlined a new system to greatly increase coverage using modern technology.

Staff made multiple attempts to contact another Sourcewell top tier security system provider, however, the company failed to respond. Additionally, utilizing Johnson Controls Security Solutions allows for system continuity as they are the Agency's service provider for fire alarm and panic alarm systems in use at the facility.

Bids for procurement were not solicited as they are not required in accordance with Agency Ordinance No. 3-2015:

"Exceptions. Bidding will not be required for purchases in the following situations: ... (iii) the Material is to be purchased through or from the State of California or other federal, state or local government group sale program"

A quote of \$147,000.10 (excluding sales tax) has been provided by Johnson Controls Security Solutions through the National Joint Powers Alliance (NJPA/Sourcewell) program. Sales tax has not been included; however, the sales tax is calculated to be \$12,127.51. The estimated calculated total amount, with sales tax, is \$159,127.61.

The upgrade to the security camera system in the amount of \$100,000 was budgeted and approved in the 2020/2021 Annual Budget.

Fiscal Impact

\$159,127.61 (approximately)

Attachments

Johnson Controls Security Solutions quote.
National Joint Powers Alliance (NJPA) sale program agreement.

Recommendation

Management and staff recommend approval to purchase and the installation of the security camera system project with a not to exceed amount of \$160,000 to Johnson Controls Security Solutions.

Review Tracking

Submitted By: 
Richard Pallante
Maintenance Manager

Approved By: 
LaRue Griffin
General Manager



COMMERCIAL SALES AGREEMENT

TOWN NO. 0160-RENO/SPARKS, NV

CUSTOMER NO. 116015134

JOB NO.

PO NO.

ESTIMATE NO. 1-5B7F3Z0

DATE: 8/13/2020

Johnson Controls Security Solutions LLC ("Johnson Controls")
Katherine Lantz
1105 South Rock Boulevard,
Reno, NV 89502-4142
Tele. No. (775) 353-7233

Tahoe-Truckee Sanitation Agency
d/b/a: TTSA
("Customer")
Customer Billing Information
13720 Butterfield Dr,
Truckee, CA 96161
Attn: Richard Pallante
Tele. No.

Customer Premises Served
13720 Butterfield Dr,
Truckee, CA 96161
Attn: Richard Pallante
Tele. No. (530) 587-2525

This Commercial Sales Agreement is between Customer and Johnson Controls Security Solutions LLC ("Johnson Controls") effective as of the date signed by Customer. By entering into this Agreement, Johnson Controls and Customer agree to the Terms and Conditions contained in this Agreement. The Equipment and/or Services, collectively the System(s) covered under this Agreement is/are listed in the attached Schedule(s) of Protection / Scope of Work ("SOW").

I. THE FOLLOWING DOCUMENTS ARE ATTACHED TO THIS AGREEMENT AND ARE INCORPORATED BY REFERENCE:

- (a) Hazardous Substance Checklist and Customer Letter
(b) Scope of Work / Schedule(s) of Protection
(c) Terms and Conditions
(d) Additional Terms and Conditions
(e) State Specific Forms, if applicable (e.g., local permit applications)
(f) Customer Installation Acceptance Form (specific to Equipment/Services purchased)
(g) If multiple locations, see attached schedule

II. CHARGES AND FEES; TAXES: Customer agrees to pay the total Equipment purchase price and/or installation charges set forth in the Scope of Work/Schedule of Protection plus applicable "Fees" and "Taxes" as defined below ("Installation Charge"). Upon acceptance of this Agreement, Customer will pay to Johnson Controls the installation charge deposit ("Installation Charge Deposit"), if any, set forth in the SCOPE OF WORK/SCHEDULE OF PROTECTION. Johnson Controls may invoice Customer for progress billings based upon Equipment and/or System components delivered or stored, and/or Services performed before completion of the System/Equipment installation, activation of the System, connection to the CMC, or any other Service(s). All outstanding Installation Charges and/or Fees shall be due and payable upon completion of the installation of the Equipment/System and as a precondition to activation of System and, if applicable, connection to Johnson Controls Central Monitoring Center ("CMC") or any other Service(s). Any changes in the STATEMENT OF WORK / SCHEDULE OF PROTECTION made by the Customer after execution of this Agreement must be agreed to by Johnson Controls and the Customer in writing and may be subject to additional charges, fees and/or taxes. Any equipment ordered by Customer by e-mail or telephone order shall be subject to terms and conditions of the Agreement and may be subject to shipping, handling, and/or restocking fees. For the Service(s) provided as indicated in this Agreement, Customer agrees to pay Service Charges per annum set forth in the SCOPE OF WORK/SCHEDULE OF PROTECTION (the "Annual Service Charges"), payable in advance Quarterly plus applicable Taxes for 5 year(s) (the "Initial Term") effective from the date such Service is operative under this Agreement. Until Customer has paid Johnson Controls the Installation Charge and Fees, and Taxes in full, Customer grants to Johnson Controls a security interest in the Equipment and all proceeds thereof to secure such payment. After the Initial Term this Agreement shall automatically renew on a/an Annual basis. Johnson Controls will provide Customer with notice of any adjustments in the Charges, Fees and/or Taxes applicable to the renewal period no later than forty-five (45) days prior to the commencement of the renewal period. Unless terminated by either party upon written notice at least thirty (30) days prior to the anniversary date, the adjusted Charges, Fees and/or Taxes will be the Charges, Fees and/or Taxes for the renewal period. Johnson Controls shall have the right to increase Annual Service Charge(s) after one (1) year and may increase prices upon notice to customer to reflect increases in material and labor costs. For termination prior to the end of the Initial Term, Customer agrees to pay, in addition to any outstanding Fees and charges for Service(s) rendered prior to termination, 90% of the Annual Service Charge(s) remaining to be paid for the unexpired term of the Agreement as liquidated damages but not as a penalty. Additionally, Customer agrees to pay any assessments, taxes, fees or charges imposed by any governmental body, telephone, communication, or signal transmission company such as false alarm, permitting or connection fees, or administration fees or service charges assessed by Johnson Controls related to AHJ requirements and/or changes to applicable laws, the need to reprogram alarm controls/devices to comply with area code, signal transmission, numbering or other changes relating to the installed Equipment and/or Service(s) provided under this Agreement ("Fees"). Customer is solely responsible to pay all applicable sales, use and/or similar taxes imposed by any taxing or governmental authority on the Equipment, System and/or Services provided hereunder ("Taxes") unless Customer provides to Johnson Controls a valid tax exemption certificate authorized by an appropriate taxing authority. If Customer fails to provide a valid tax exemption certificate, Customer shall remain liable for the payment of any such Taxes until paid in full. Invoices are payable on or before the payment due date specified in the invoice. Disputed invoices must be identified in writing within twenty-one (21) days of the date of invoice. Payment of any disputed amounts is due and payable upon resolution. All other amounts remain due as specified in the invoice. Payment is a condition precedent to Johnson Controls' obligation to perform Services under this Agreement. Charges for Equipment and material covered by this Agreement do not include any amounts for changes in tariffs, duties or other similar charges imposed and/or enacted.

III. ENTIRE AGREEMENT; CUSTOMER ACCEPTANCE: This Agreement, together with all of its written Amendments, Riders, Scope of Work and/or Exhibits, constitutes the entire agreement between the Customer and Johnson Controls relating to the subject matter hereof and supersedes any prior or contemporaneous oral or written agreements and understandings. The terms and conditions of this Agreement will prevail over any conflicting, inconsistent or additional terms and/or conditions contained in any purchase order, agreement, or other document issued by Customer. In signing this Agreement, Customer is not relying on any advice, advertisements, or oral representations of Johnson Controls and agrees to be bound to the terms and conditions contained in all the pages of the Agreement. Customer agrees that any representation, promise, condition, inducement or warranty, express or implied, not included in this Agreement will not be binding upon Johnson Controls, and that the terms and conditions in this Agreement apply as printed without alteration or qualification, except as specifically modified by a written agreement signed by Johnson Controls and Customer. Any changes in the Statement of Work or scope of the work requested by the Customer after the execution of this Agreement may result in additional cost to the Customer and any such changes/additions must be authorized in a writing signed by both the Customer and Johnson Controls. Customer's failure to accept and sign this Agreement within ninety (90) days of the date shown above may result in price increases. Customer acknowledges that: (a) Johnson Controls has explained the full range of protection, equipment, and services available to Customer; (b) additional protection over and above that provided herein is available and may be obtained from Johnson Controls at an additional cost to the Customer; (c) Customer desires and has contracted for only the Equipment and/or Service(s) itemized in this Agreement; (d) the Equipment/Service(s) specified in this Agreement are for Customer's own use and not for the benefit of any third party; (e) Customer owns the premises in which the Equipment is being installed or has the authority to engage Johnson Controls to carry out the installation in the premises; and (f) Customer will comply with all laws, codes and regulations pertaining to the use of the Equipment/Service(s).

ATTENTION IS DIRECTED TO THE WARRANTY, LIMIT OF LIABILITY AND OTHER CONDITIONS CONTAINED IN THE SECTIONS ENTITLED "TERMS AND CONDITIONS" AND "ADDITIONAL TERMS AND CONDITIONS". THIS AGREEMENT REQUIRES FINAL APPROVAL OF A JOHNSON CONTROLS AUTHORIZED MANAGER BEFORE ANY EQUIPMENT/SERVICES MAY BE PROVIDED. IF APPROVAL IS DENIED, THIS AGREEMENT WILL BE TERMINATED AND JOHNSON CONTROLS ONLY OBLIGATION TO CUSTOMER WILL BE TO NOTIFY CUSTOMER OF SUCH TERMINATION AND REFUND ANY AMOUNTS PAID IN ADVANCE.

[Signature Follow on Next Page]



COMMERCIAL SALES AGREEMENT

TOWN NO. 0160-RENO/SPARKS, NV
CUSTOMER NO. 116015134
JOB NO.
PO NO.
ESTIMATE NO. 1-5B7F3ZQ

IF MAINTENANCE SERVICE IS DECLINED, CUSTOMER MUST INITIAL HERE _____

IF A 5-DAY FAMILIARIZATION PERIOD IS REQUESTED, CUSTOMER MUST INITIAL HERE _____

JOHNSON CONTROLS SECURITY SOLUTIONS LLC

CUSTOMER: _____

Presented by: Katherine Lantz
(Signature of Johnson Controls Sales Representative)

Accepted By: _____
(Signature of Customer's Authorized Representative)

Sales Agent: Katherine Lantz
Sales Representative Registration Number (if applicable): _____

(Name Printed)

Title: _____

Date Signed: _____

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COMMERCIAL SALES AGREEMENT

TOWN NO.
0160-RENO/SPARKS,
NV

CUSTOMER NO.
116015134

JOB NO.

PO NO.

ESTIMATE NO.
1-5B7F3ZQ

SCOPE OF WORK / SCHEDULE OF PROTECTION

IV. SCOPE OF WORK / SCHEDULE OF PROTECTION ("SOW"): Johnson Controls agrees to install or cause to be installed the Equipment and furnish the Service(s), collectively, the System, on the terms and conditions set out in this Agreement.

A. Ownership of System and/or Equipment: Direct Sale (equipment to become property of the Customer upon payment of Installation Charges and Fees in full).

B. Services to be Provided ("Services")

Alarm monitoring and Notification Services:	No Service Selected
Video Surveillance Services:	No Service Selected
Managed Access Control Services:	No Service Selected
Video Equipment:	Closed Circuit Television PROVIDED
Maintenance Service Plan; Preventive Maintenance/Inspection:	No Service Selected
Additional Services:	No Service Selected

C. Equipment to be Installed ("Equipment"): Johnson Controls will install, or cause to be installed, the Equipment (or equivalent), as set forth in this SOW in Customer's designated facility(ies). As used herein, "installation" means: (i) affixing all Equipment and materials provided by Johnson Controls at such locations within the facility(ies) as are designated by Customer; (ii) providing and pulling cables/wires required to connect the Equipment to Customer's Communications Facilities and making such connections; (iii), in the case of a Digital Communicator installation, mount Equipment and plug into RJ31X phone jack previously installed by Customer; (iv) in the case of radio installation, mount radio Equipment and program Equipment with number furnished by Customer; (v) providing and installing software/firmware required by the Equipment; (vi) performing testing as required to establish that the Johnson Controls Equipment is connected, is functioning according to its specifications, and is communicating over Customer's Communications Facilities; and (vii) providing user-level training to Customer's designated representative in the use of such Equipment.

Qty	Product Name	Location
302	Prevailing Wage Installation Labor, Programming, and Testing	
1	Centralized Design Domestic	0.03
1	***** SOFTWARE *****	1.00
20	EXACQ Vision Camera License	1.01
1	***** HEAD END *****	2.00
2	IP 4U SERVER W/ 4 IP LICENSES	2.01
2	5000-20070 26" RACKMOUNT SLIDING RAIL KIT FOR EXACQVISION ZSERCHASSIS & EL-1U	2.02
2	CSA OPTION - A SERIES - I7 CPU 8GB RAM (TOTAL 16GB). NOT FIELD UPGRADEABL	2.03
1	(4 Port Managed POE+, with 100M Uplink)	2.04
4	(10 Port Managed POE, 2xGig Uplink)	2.05
1	***** FIELD DEVICES *****	3.00
4	01055-001 P1448-LE IP 4K BULLET CAMERA 1080P D/N P-IRIS REMOTE ZOOM H.264 IP66 OUT READY	3.01
1	P3367-VE Fixed Dome Network Camera, V/R, D/N, IP66, Varifocal 3-9MM P-Iris, HDTV 1080p, 30fps, WDR	3.02
12	P3807-PVE OD CAM IP FIXED DOME	3.03
2	P3717-PLE 8MP MULTIDIRECTIONAL IP ADDRESS, 360 IR WDR AND LIGHTFINDER	3.04
9	P3367-V Day/Night, Fixed Dome Network Camera with Discreet, Vandal-resistant Indoor Casing. Vari-foc	3.05
2	T94P01B CORNER BRACKET WHITE	3.06
2	01457-001 T94V01C DUAL CAMERA MOUNT	3.07
9	5507-271 T91D62 TELESCOPIC PARAPET MNT ADJUSTABLE 783MM TO 1033MM	3.08
2	AXIS T91B47 100-410MM POLE MOUNT FOR INDOOR AND OUTDOOR INSTALLATION	3.09
19	SUR PROT MODUL PWR OVER ETHERN	3.10
16	T8129 Power Over Ethernet Extender, Repeats Data Signal and forward PoE to Camera, PoE+ Compliant	3.11
7	T94V02D PENDANT KIT FOR P38-PVE AND Q36-VE SERIES	3.12
1	***** CABLE *****	4.00
4,000	23-4P UTP-CMR SOL BC CAT6 2412 PE/PVC BLUE 305M 500FT BOXES	
4,700	(USED) 04-001-64 23-4P STP-CMX SOL BC CAT6 HDPE/PE BLACK JKT DIR BUR 1000' RL	4.03

300	(REMAINING) 04-001-64 23-4P STP-CMX SOL BC CAT6 HDPE/PE BLACK JKT DIR BUR 1000' RL	4.04
1	***** MISCELLANEOUS *****	5.00
1	Inspections - Fire or Card Access or Low Voltage	5.01
1	BOOM 30-33' ARTICULATING DC (Monthly basis)	5.02
1	Miscellaneous Hardware	5.03
1,010	Conduit	5.04
1	***** SERVICES *****	6.00
1	Programming	6.01
1	Testing and Commissioning	6.02
1	Customer Training	6.03
1	One year warranty as per State Contract	

D. CHARGES AND ESTIMATED TAX:

1. Installation Charge:

Installation Charge Amount:	\$147,000.10
* Estimated Tax(es):	\$0.00
TOTAL INSTALLATION CHARGE:	\$147,000.10
Installation Deposit Amount:	\$0.00

2. Annual Service Charge:

Annual Service Charge Amount:	\$0.00
* Estimated Tax(es):	\$0.00
TOTAL ANNUAL SERVICE CHARGE:	\$0.00

* Tax value shown is estimated and may differ from the actual tax value that will be on the invoice.

E. Scope of Work: This Section is intended for installation use only. Any language contained in this Section that attempts to modify the Terms and Conditions of this Agreement shall be void and of no effect.

Contact Information: Katherine Lantz Jr Commercial Account Executive, Buildings, Field Operations +1 775 412 4590 katherine.lantz@jci.com
System Operation: JCSS Solution (JCSS) will install, program, focus & test a new Security System for TAHOE TRUCKEE SANITATION located at 13720 Butterfield Dr, Truckee, CA 96161 that will consist of Exacq Vision Video. Video Management System JCSS to provide and install a new Exacq Video Solution. This proposal has been designed to protect the following areas: General Areas, Office Entry/Exit Areas, and High-Risk Areas. These areas have been identified by the Customer and now reference in JCSS Security Electronic Drawings Head-End Equipment JCSS will install all head-end security equipment as identified on the Security Electronic Drawings. The Head End Equipment will consist of the following: • Exacq NVR (IP04-80T-R4A) o JCSS will connect the NVR to the network port and 110VAC power • PoE Switch (EN-SW05m-001 & EN-SW10m-001) o JCSS will connect the Cameras to the POE Switch and 110VAC power Field Equipment JCSS will provide, install & test new Field Devices necessary for the proper & customer expected operation of these security systems. Field Devices will consist of Illustra IP Cameras, Camera Mount and Accessories as described in the BOM. Reference Security Electronic for device counts and placement • Axis Outdoor Bullet Camera (01055-001) • Axis Outdoor Dome Camera (0407-001) • Axis Outdoor 180° Dome Camera (01048-001) • Axis Outdoor 360° Dome Camera (01504-001) • Axis Indoor Dome Camera (0406-001) Cabling Details JCSS will install, terminate & test all new cabling from the head end equipment to all field devices (710636WH, 710648DB)
Programming Info: System Types • Exacq Video Solution Video System • Program NVR and Cameras with static IP Address • Program cameras to record on Motion Detection with standard frames per second • Johnson Control Security will confirm with the CUSTOMER the cameras field of views and final placement before installing. • Johnson Control Security will review the NVR and camera programming with the customer to ensure it meets their expectations. • Network Video Recorder Configuration o Retention Storage- 60 days Storage o Frames Per Second- 12 fps (Outdoor) and 10 fps (Indoor) o Camera Quantity- 28 Nos.
Site Conditions: • Building Type: Office / Warehouse • Building/Floor Dimensions: 2000' X 650' (Overall Area) • Ceiling Height: 15' – 25' • Wall Construction: Finished Drywall/Sheetrock; Brick; Concrete/Block; Open Construction • Devices being mounted Indoor. • The installation worksite is accessible by hard surface to the material delivery site and at approximately the same elevation. The owner agrees to maintain clear access, free of obstructions or barriers, during the installation period. • The owner or his representative is responsible for the structural integrity of all surfaces that will bear the load of equipment covered by this proposal including installation equipment, and installation personnel
Existing Equipment: No Existing Equipment – All New
Customer Expectations: General • JCSS will contact the customer prior to the scheduled installation date to ensure free & clear access is provided • JCSS technician will check in with customer's designated contact at the start & finish of each workday • JCSS will coordinate all internal resources so that all teams are available to complete the installation • JCSS will schedule in advance the installation on a date that is acceptable to the customer • JCSS technician(s) will check in with the customer at the start & finish of each day • The customer expects JCSS technician to arrive with the tools, parts, scope of work, layout, and other supporting documents required to complete a successful installation in a positive, professional manner • The customer expects to receive a call from the installation coordinator within five business days from the date that the job is booked by the sales representative. JCSS Installation Department shall coordinate according to the timeline that is provided by the CUSTOMER in a positive, professional manner. • Plan all site preparation and accommodations that need to be made at arrival with SITE manager or operations manager, which shall include but not be limited to: facility operating hours, parking, equipment staging, lift-rental use and storage, reasonable access to areas where work is to be performed, • Clean all workspace prior to departure to remove any packaging, debris or other items that may have resulted from installation work. • Communicate with SITE manager or operations manager prior to departure, which shall include but not be limited to the following: summary of work that has been performed, any hindrances that result in an inability to continue work, a summary of work that still needs to be completed, anticipated return date. Video System • JCSS will verify camera views & names for each of the new cameras prior to customer sign off
Training Expectations: Prior to completion of the job. Coordinate with designated contact with employees that will need to be trained on the provided system. The training will consist of and not limited to: Certified Technician to perform the following Video System Software: 1.) Typical User End navigation (General Overview) 2.) Viewing Live and Recorded Video 3.) Searching and Export Video
General Comments: Please refer attached SOW
Customer Responsibilities / Johnson Controls Exclusions: The Customer is responsible for the following: • Customer to provide all necessary 110v A/C power for Security Equipment • The Customer is to provide ensure adequate rack space is available for the installation of all necessary security headend equipment • Customer to provide dedicated IP network resources required for Video System. This includes associated ports, IP address ranges, network drops, and access to location specified in this SOW or Security Electronic Drawings • The 110VAC power and active network port must be located within 6 feet of the NVR, monitor and POE switch See the attached SOW Document for RESPONSIBILITIES OF OTHERS

Documentation Needs:

Contract Notes -

TERMS AND CONDITIONS

TERMS AND CONDITIONS

V. Customer and Johnson Controls agree as follows:

A. Services.

A.1. Central Station Signal Receiving and Notification (Alarm Monitoring) Services. Intentionally left blank - Services have not been purchased.

A.2. Communication Facilities. Intentionally left blank - Alarm Monitoring Services have not been purchased.

A.3.1 Basic Maintenance Service Plan. Intentionally left blank - Services have not been purchased.

A.3.2 Advanced Maintenance Service Plan. Intentionally left blank - Services have not been purchased.

A.3.3 Precision Maintenance Service Plan. Intentionally left blank - Services have not been purchased.

A.4. Testing/Inspections Service ("T/I"). Intentionally left blank - Services have not been purchased.

A.5. Investigator Response Service. Intentionally left blank - Services have not been purchased.

A.6. Select View Managed Video Services/Interactive Video Monitoring Services. Intentionally left blank - Services have not been purchased.

A.6.1. Video/Audio Alarm Verification Service/Video Verification. Intentionally left blank - Services have not been purchased.

A.6.2. Video Guard Tour. Intentionally left blank - Services have not been purchased.

A.6.3. Video Escort. Intentionally left blank - Services have not been purchased.

A.6.4. Video Assist. Intentionally left blank - Services have not been purchased.

A.6.5. Video Audit. Intentionally left blank - Services have not been purchased.

A.6.6. Outdoor Interactive Video Monitoring Services. Intentionally left blank - Services have not been purchased.

A.6.7. Managed Video Portal. Intentionally left blank - Services have not been purchased.

A.6.8. Unattended Delivery - Alarm Based Video Monitoring. Intentionally left blank - Services have not been purchased.

A.6.9. Unattended Delivery - Live Video Monitoring of Process - Intentionally left blank - Services have not been purchased.

A.9. Vision/Vision with Auditing. Intentionally left blank - Service is no longer offered.

A.10. Hosted Access. Intentionally left blank - Services have not been purchased.

A.11. Data Hosting/Storage Services. Intentionally left blank - Services have not been purchased.

A.12. Data Hosting/Storage Services Encrypted. Intentionally left blank - Services have not been purchased.

A.13. Mobile Security Management ("MSM") Services. Intentionally left blank - Services have not been purchased.

A.13. Mobile Security Management ("MSM") Services. Intentionally left blank - Services have not been purchased.

A.14. Software Support Services. If Software Support Services ("SSS") are purchased they will be provided on licensed software titles expressly identified in this agreement, (the "Covered Software"). Support Conditions. SSS for Covered Software are subject to the following conditions ("Support Conditions"): (a) Johnson Controls' receipt of the Software Support Fee; (b) the Covered Software is not modified from its standard form originally licensed by the software owner/licensor ("Licensor"); (c) Customer's use of Covered Software is in accordance with the end user license agreement ("EULA") between Customer and Licensor; if applicable: (d) Customer provides Johnson Controls (and/or its authorized representatives) with and when necessary (1) any information and/or documentation required to recreate the problem, defect, or non-conformity (individually/collectively, a "Problem"), (2) log in privileges for remote trouble shooting, (3) TCP/IP Ethernet network addresses, and (4) access to Customer's network, servers and/or hardware; and (e) the processor, operating system and associated system software, and other interdependent or reliant software are operating properly. Exclusions. Johnson Controls will not provide SSS when a Problem is caused by (a) relocation, movement, improper operation, neglect or misuse of the Covered Software or associated Equipment/System; (b) Customer's failure to maintain proper site or environmental conditions; (c) any attempts at configuration, repairs, support, or modifications to the Covered Software not performed by a Johnson Controls authorized representative; (d) discontinued systems or software; (e) casualty, act of God, the unauthorized acts of third parties; (f) failure or interruption of electrical power, telephone or communication line or like cause, or (g) any other cause external to the Covered Software. Problem Resolution. Johnson Controls will provide Customer with email and telephone support on the Covered Software. Johnson Controls then will use reasonable commercial efforts to resolve and correct the Problem within forty-eight (48) hours. Problem resolution and correction may be provided at Johnson Controls' discretion as a software fix or workaround. Johnson Controls will periodically advise Customer on Johnson Controls progress in diagnosing and/or correcting the reported Problem. Customer acknowledges that Johnson Controls may be unable to resolve Problem due to (a) Johnson Controls inability to recreate, locate or identify the Problem; (b) issues related to Customer's system hardware, network or Internet connectivity issues; or (3) issues for which the Original Equipment Manufacturer ("OEM") and/or Licensor (collectively, also referred to as an "Johnson Controls Supplier") has not provided a resolution or workaround. If Johnson Controls is unable to resolve or correct a Problem, Johnson Controls will notify Customer and provide underlying information as available. Notwithstanding anything to the contrary herein, Johnson Controls makes no warranties that its efforts will be successful in diagnosing, resolving, or correcting any Problem. Software Updates. Customer understands that the SSS provides access to updates and upgrades but do not include the provision of software update or upgrade services unless purchased. If software upgrades are required to correct a Problem, such software upgrades will be provided, at Customer's request, on a time and materials basis at Johnson Controls' then-current hourly rates as such upgrades become available from the Johnson Controls Supplier. On Site Engineer Support Services. If Johnson Controls determines that on-site engineer support services ("ESS") are necessary to correct a Problem, Johnson Controls will provide ESS on a time and materials basis at Johnson Controls' then current ESS rates plus any related travel or other expenses. Such ESS may include on-site software installation assistance, training, or Problem diagnosis, resolution, and/or correction. Return of Defective Media. Customer may return any defective media directly to Johnson Controls using a Johnson Controls furnished return authorization number. Fee for Reinstatement. Customer may incur reinstatement charges ("Reinstatement Fee") at Johnson Controls then current rates, if it allows SSS to lapse and later requests reinstatement within one year from the time the SSS lapses. Limitation of Liability. Notwithstanding anything in the Agreement to the contrary, Customer acknowledges and agrees that neither Johnson Controls nor its Supplier will be responsible for Problems caused by changes in the operating characteristics of the Equipment/System upon which the Covered Software is operating, or for problems in the interaction of the Covered Software with Customer's Network or existing software/firmware/hardware. In no event will Johnson Controls and/or Johnson Controls Supplier be liable for any (a) third party claims; (b) loss or damage to any systems, records or data, or liabilities related to a violation of an individual's privacy rights; or (c) indirect, incidental, special, consequential, punitive, reliance, or cover damages (including lost profits and lost savings). Customer further agrees that, in no event will Johnson Controls' and/or Johnson Controls Supplier's aggregate liability regardless of cause (including, but not limited to, liability for negligence, strict liability, breach of contract, misrepresentation and other contract or tort claims) arising from the provision of or failure to provide SSS and/or Customer's use of or inability to use any Covered Software or related System, exceed the lesser of USD\$1,000 or the total SSS Fees paid by Customer.

A.15. Lynx Network Duress and Emergency Notification System ("Lynx System"). Intentionally left blank - Lynx System/Services have not been purchased.

A.16. RFID Tracking System ("System"). Intentionally left blank - RFID Systems have not been purchased.

A.17. HID SEOS Mobile Credential Service ("Service"). Intentionally left blank - Service has not been purchased.

A.18. Customer For Life Program ("Service"). Intentionally left blank - Service has not been purchased.

A.19. Outdoor Radar Perimeter Protection. Intentionally left blank - System has not been purchased.

A.20. Self-Printing Service. Intentionally left blank – Service has not been purchased.
A.21. Audio Enabled Devices. Intentionally left blank – Equipment has not been purchased.
A.22. Proactive Health Services. Intentionally left blank - Services have not been purchased.
A.23. Automated Notification. Intentionally left blank - Services have not been purchased.
A.24. Remote Technical Services. Intentionally left blank - Services have not been purchased
A.25. Anyvision Devices. Intentionally left blank – Equipment has not been purchased.
A.26. WhosOnLocation Service. Intentionally left blank - Services have not been purchased.
A.27 Vape Detection System. Intentionally left blank - Services have not been purchased.
A.28. Additional Services. If any other services, including but not limited to the following, are being furnished under this Agreement, Customer and Johnson Controls will enter into a separate Rider that will be attached to and incorporated as part of this Agreement: (a) Select Link - Immediate Response Information System (IRIS) (b) Managed Access Control (c) Electronic Article Surveillance ("EAS") (d) Guard Response Service (e) Radio Frequency Identification ("RFID") (f) Training Services (g) Watchman's Reporting Service.
B. Warranty (1-Year)/Extended Warranty. 1. For a "Direct Sale", any original part of the Equipment (as distinguished from the Software) installed under this Agreement, including the wiring, which proves to be defective in material or workmanship within three hundred and sixty-five (365) days of the date of completion of the installation ("Warranty Period"), will be repaired or replaced, in Johnson Controls' sole discretion, with a new or functionally operative part. Materials required to repair or replace such defective components will be furnished at no charge during the Warranty Period. Warranty Service will be furnished during Johnson Controls' "Normal Working Hours" (between 8:00 A.M. and 4:30 P.M. Monday through Friday, except holidays). Warranty Service performed outside of these hours is subject to additional charges. 2. For "Johnson Controls-Owned" equipment/systems: (a) the equipment/systems are provided "AS IS" and without warranty; and (b) Customer is responsible to maintain such equipment/systems in good working order.
3. The following "Conditions" are not covered by Warranty: (a) damage or extra service time needed resulting from accidents, acts of God, lightning, strikes, riots, floods, terrorism, acts of War, alteration, misuse, tampering or abuse, adjustments, repairs or maintenance not performed by Johnson Controls, or from parts, equipment, accessories, attachments or other devices not furnished by Johnson Controls; (b) Customer's failure to properly follow operating instructions provided by Johnson Controls or OEM; (c) adjustments necessitated by misalignment of video cameras, improper adjustment of monitor brightness and contrast tuning dials or insufficient light on the area viewed by the camera(s); (d) trouble due to interruption of Internet, telecommunications, and/or electrical service; (e) battery failure; (f) devices designed to fail in protecting the equipment/system, such as, but not limited to, fuses and circuit breakers; and (g) System modifications/customization requested by Customer. If Customer calls Johnson Controls for Warranty Service and Johnson Controls' representative finds that one of the "Conditions" has led to the inoperability or apparent inoperability of the Equipment/System or any component, Johnson Controls may bill Customer for the service call whether or not Johnson Controls actually works on the Equipment/System. If repairs are required due to one of the above "Conditions", Johnson Controls will charge Customer for such work on a time and materials basis at Johnson Controls' then applicable rates for labor and materials.
4. THE FOREGOING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND JOHNSON CONTROLS MAKES NO AND SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES THAT THE SERVICES, PRODUCTS, SOFTWARE OR THIRD PARTY PRODUCT OR SOFTWARE WILL BE SECURE FROM CYBER THREATS, HACKING OR OTHER SIMILAR MALICIOUS ACTIVITY. THE CUSTOMER'S EXCLUSIVE REMEDY WITH RESPECT TO ANY AND ALL LOSSES OR DAMAGES RESULTING FROM ANY CAUSE WHATSOEVER, INCLUDING JOHNSON CONTROLS'S NEGLIGENCE, IS REPAIR OR REPLACEMENT AS SPECIFIED ABOVE. JOHNSON CONTROLS WILL IN NO EVENT BE LIABLE UNDER ANY CAUSE OF ACTION OR THEORY OF LIABILITY EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, FOR ANY (A) CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY NATURE, INCLUDING WITHOUT LIMITATION, DAMAGES FOR PERSONAL INJURY OR DAMAGES TO PROPERTY, HOWEVER OCCASIONED, WHETHER ALLEGED AS RESULTING FROM BREACH OF WARRANTY OR CONTRACT BY JOHNSON CONTROLS OR NEGLIGENCE OF JOHNSON CONTROLS OR OTHERWISE. (B) LOST PROFITS, REVENUES, DATA, CUSTOMER OPPORTUNITIES, BUSINESS, ANTICIPATED SAVINGS, OR GOODWILL; (C) BUSINESS INTERRUPTION; OR (D) DATA LOSS OR OTHER LOSSES ARISING FROM VIRUSES, RANSOMWARE, CYBER ATTACKS OR FAILURES OR INTERRUPTIONS TO NETWORK SYSTEMS.
C. System Requirements, Miscellaneous. 1. Vaults. Customer must ensure that any Customer vault protected by sound or vibration detector systems has the minimum construction characteristics prescribed by the Underwriters' Laboratories, Inc. 2. System Testing. Customer must test all detection devices or other electronic equipment according to procedures prescribed by Johnson Controls prior to setting the alarm system for closed periods and must notify Johnson Controls promptly if such equipment fails to respond to any such test. 3. Familiarization Period. UNLESS CUSTOMER HAS REJECTED THE FAMILIARIZATION PERIOD (EXCEPT WHERE A FAMILIARIZATION PERIOD IS REQUIRED BY LAW), CUSTOMER AGREES THAT: (a) DURING A FIVE (5) DAY FAMILIARIZATION PERIOD, OR SUCH PERIOD AS IS REQUIRED BY LAW; AND (b) FOLLOWING COMPLETION OF THE INSTALLATION AND THE COMMUNICATIONS CONNECTION TO JOHNSON CONTROLS' CMC (AND DURING ANY APPLICABLE EXTENSIONS), JOHNSON CONTROLS HAS NO OBLIGATION TO, AND WILL NOT, RESPOND TO ANY ALARM SIGNAL RECEIVED AT THE JOHNSON CONTROLS' CMC FROM CUSTOMER'S PREMISES DURING SUCH FAMILIARIZATION PERIOD. CUSTOMER ALSO AGREES THAT DURING SUCH PERIOD JOHNSON CONTROLS HAS NO OBLIGATION TO, AND WILL NOT, NOTIFY ANY AUTHORITIES, CUSTOMER, OR A PERSON ON CUSTOMER'S EMERGENCY CONTACT LIST, OR TAKE ANY OTHER ACTION WITH REGARD TO ANY ALARM SIGNAL JOHNSON CONTROLS RECEIVES, EVEN IF DUE TO AN ACTUAL EMERGENCY EVENT. 4. Special Equipment Requirements. If Customer requires installation or service of equipment in areas inaccessible without the use of lifts or cranes, or if non-standard conditions at the Customer site require special equipment for installation or service, Customer will provide such equipment, or will reimburse Johnson Controls for any applicable charges or fees. 5. Training Services. Johnson Controls provides initial training to Customer on use of the equipment installed at the time of installation. Thereafter, Customer may purchase additional training in one-hour increments at Johnson Controls' then current rate. 6. Site Preparation, Intrusion and Restoration. Unless otherwise noted herein, Customer is responsible for providing: (a) any necessary electric current, (b) an outlet within 10 feet of an alarm control panel, (c) telephone connections, (d) network drops, and (e) any required conduit, wiremold, or other raceway, (f) any required IP address assignments, and (g) additional network software licensing. The installation of the equipment/system may necessarily require cutting, bolting or fastening into Customer's floors, walls and/or ceilings. Johnson Controls shall not be responsible for any expenses related to intrusion, mold, fungi, bacteria, wet/dry rot, patching, floor or wall finishing, or paint, tile, carpet or wallpaper matching, restoration or replacement resulting from installation or service of the equipment/system. 7. Battery Powered Devices. Customer understands that any battery-powered motion detectors, smoke detectors, door and window contact transmitters and other detection sensors installed/serviced under this Agreement require batteries to operate. THESE BATTERY-POWERED DETECTION SENSORS WILL NOT OPERATE, AND THE ALARM WILL NOT SOUND, IF THE BATTERY ENERGY LEVEL OR CHARGE IS LOW, OR DEPLETED. It is Customer's sole responsibility to maintain and replace any batteries. Customer shall carefully read and follow the owner's manual, instructions and warnings for all such equipment and regularly inspect the sensors for dirt and dust buildup and test the sensors weekly to help maintain continued operation. 8. Customer is solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply Johnson Controls secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized access. Customer is responsible to take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.
7. Closed Circuit Television ("CCTV")/Video Equipment. (a) System Requirements. Customer will provide: (i) adequate illumination under all operational conditions for the proper operation of any video camera(s); (ii) any required 110 AC power supply; and (iii) appropriate space for monitors. (b) Audio Monitoring/Recording. Customer's decision to install video equipment with audio recording and/or monitoring capability ("Video with Audio") is based solely on Customer's own independent business judgment, without any involvement or approval of Johnson Controls. Certain laws may limit or preclude the use of Video with Audio. By installing Video with Audio in Customer's premises, Customer accepts the responsibility of knowing and fully complying with all applicable laws, including but not limited to all requirements that clear and conspicuous notice be posted in Customer's premises warning of Customer's use of audio recording and/or monitoring equipment on its premises.
8. New York City Fire System. Intentionally left blank – covered system is not installed in NYC
D. Electronic Media; Personal Information; Consent to Call, Text or Email. 1. Electronic Media. Either party may scan, fax, email, image, or otherwise convert this Agreement into an electronic format of any type or form, now known or developed in the future. Any unaltered or unadulterated copy of this Agreement produced from such an electronic format will be legally binding upon the parties and equivalent to the original for all purposes, including litigation. Johnson Controls may rely upon Customer's assent to the terms and conditions of this Agreement, if Customer has signed this Agreement or has demonstrated its intent to be bound whether by electronic signature or otherwise. 2. Personal Information. Customer represents and warrants that Customer has obtained all consents and has the right to (a) disclose to Johnson Controls all personal information disclosed hereunder concerning individuals/employees/ or other third parties including all information contained in Customer's Emergency Call List ("ECL"); (b) permit Johnson Controls to collect (including consent to record

telephone conversations with Johnson Controls), use, disclose and transfer such personal information; and (c) expressly authorizes Johnson Controls to use such personal information to administer the relationship and the agreement between Customer and Johnson Controls, including, but not limited to, contacting Customer personnel at the telephone numbers and/or email addresses provided: (i) using SMS, text, prerecorded messages, or automated calling devices to deliver messages to set/confirm a service/installation appointment; and/or (ii) to provide information or offers about products and services of interest to Customer. Customer acknowledges and agrees that Johnson Controls may share all such information with its parents, subsidiaries, affiliates and its/their successor corporations or any subcontractor or assignee, within and outside the country in which the Customer is located and thereby subject such information to the laws of such countries.

E. Limitation of Liability, Indemnification (Sale of Access/Video Equipment and Installation Only). Notwithstanding anything to the contrary in this Agreement or any purchasing document presented by Customer, only Video and/or Access Equipment and Services shall be provided by Johnson Controls under the terms and conditions of this Agreement. The Equipment and Services provided by Johnson Controls under this Agreement will not include: (a) burglar and/or fire detection or alarm equipment or monitoring, maintenance, inspection or other services; (b) security guard services; or (c) architectural, engineering, or design professional services. If any other equipment or services are requested by or provided to Customer, then such equipment and/or services shall be provided under a separate written agreement executed by Customer and Johnson Controls which shall contain the alarm industry specific terms and conditions.

1. Indemnity. (a) Johnson Controls shall defend, indemnify and hold Customer, its corporate affiliates, and their respective officers, directors, agents and employees harmless from damage, liability and expense resulting from the negligent acts or willful misconduct of Johnson Controls' agents and employees committed while performing Services on Customer's premises, to the extent that they are the direct cause of the loss, damage or injury to third parties or Customer's property (e.g., equipment dislodging and striking a third party due to improper installation), as opposed to being caused by an occurrence or the consequences therefrom that the Equipment or Services were intended to deter, detect or avert. (b) Customer shall defend, indemnify and hold Johnson Controls, its affiliates, and their respective officers, directors, agents and employees, harmless from damage, liability and expense to the extent that any such loss is not directly caused by the negligent acts or willful misconduct of Johnson Controls' agents and/or employees, or arises out of any claim related to invasion of privacy, infliction of emotional distress, harassment, violation of eavesdropping/wiretapping laws or similar claims arising out of Customer's use of the Equipment and/or Services.

2. Limitations on Liability. If Customer uses the Equipment and/or Services to aid in monitoring or controlling the location or activities of persons on or about its property and premises, Customer acknowledges that the Equipment and/or Services are not intended to be the sole means for doing so. Johnson Controls' Equipment and Services do not cause and cannot eliminate occurrences of the events they are intended to deter, detect, avert or record. Johnson Controls is not an insurer of the safety or security of any person, entity or property, or against the risks attendant to a person's presence in, or ingress to or egress from any building, property or area that may be monitored by the Equipment and/or Services. The amounts Johnson Controls charges Customer are not insurance premiums. Such charges are based upon the value of the Equipment and Services provided and are unrelated to any such risk of loss. Johnson Controls does not undertake and assumes no liability for such risk by providing the Equipment and/or Services. If Johnson Controls is nevertheless found liable under any legal theory for loss, damage or injury caused directly or indirectly by occurrences or the consequences therefrom which the Equipment and/or Services are intended to deter, detect, avert or record, Johnson Controls' liability shall be limited to the sums paid by Customer for the Equipment or Services at issue as Customer's sole remedy. Johnson Controls is not responsible for the preservation of any computer programs or data and Customer is responsible for maintaining adequate back-ups.

F. Other Charges; Remedies; Termination. 1. There may be a service charge to Customer for cancelled installation/service appointments if Customer cancels less than 24-hours prior to dispatch, or if Johnson Controls' representative is sent to the Customer's premises in response to a service call for false alarm or System malfunction caused by Customer's operation contrary to instructions, failure to close or properly secure a window, door or other protected point, or improper adjustment of monitors or accessory components. 2. Failure to pay amounts when due is a material breach of this Agreement and shall give Johnson Controls, in addition to any other available remedies, the right to stop performing any Services and/or withhold further delivery of Equipment and other materials, terminate or suspend any software licenses, and/or terminate this Agreement and to charge interest on the amounts that remain unpaid more than thirty (30) days past the due date specified in the invoice(s) at a rate equal to the lesser of 1.5% per month or the maximum rate permitted under applicable law, until payment is made in full. Customer agrees to pay all costs, expenses and fees of Johnson Controls' enforcement of this Agreement, including collection expenses, court costs, and attorneys' fees. In the event of Customer's default, the balance of any outstanding amounts will be immediately due and payable. Installation Charge(s) are based on Johnson Controls performing the installation with its own personnel. If for any reason installation must be performed by outside contractors, Installation Charge(s) may be subject to revision. 3. In addition to any other remedies available to Johnson Controls, Johnson Controls may terminate this Agreement and discontinue any Service(s) if (a) Johnson Controls' CMC is substantially damaged by fire or catastrophe or if Johnson Controls is unable to obtain any connections or privileges required to transmit signals between the Customer's premises, Johnson Controls' CMC or the Municipal Fire or Police Department or other first responder; (b) Customer fails to follow Johnson Controls' recommendations for the repair or replacement of defective parts of the System not covered under the Warranty or QSP Service; (c) Customer's failure to follow the operating instructions provided by Johnson Controls results in an undue number of false alarms or System malfunction; (d) in Johnson Controls' sole opinion, the premises in which the System is installed are unsafe, unsuitable, or so modified or altered after installation as to render continuation of Service(s) impractical or impossible; (e) Johnson Controls is unable to obtain or continue to support technologies, TeleCom Services, Communication Facilities, Equipment or component parts thereof that are discontinued, become obsolete or are otherwise not commercially available; or (f) Customer fails to make payments when due or otherwise breaches this Agreement. Johnson Controls will not be liable for any damages or subject to any penalty as a result of any such termination.

G. Hazardous Materials. For all projects except those involving new construction, Customer represents and warrants that to the best of Customer's knowledge the work site is free of any hazardous materials. The term "hazardous materials" includes but is not limited to asbestos, asbestos-containing material, polychlorinated biphenyl ("PCB"), formaldehyde or other potentially toxic or otherwise hazardous material. If any such substance is discovered on the work site, Johnson Controls will not be required to install or service the Equipment at such site unless and until Customer certifies the removal or safe containment of such hazardous materials. Customer shall indemnify, defend, and hold Johnson Controls, its officers, directors, agents, and vendors harmless from any damages, claims, injuries, liabilities resulting from the exposure of Johnson Controls' employees, contractors, or subcontractors to hazardous materials at the work site; provided, however, that the foregoing provision will not apply when it has been determined that such hazardous materials were brought to the work site by Johnson Controls.

H. Waivers. 1. Waiver of Jury Trial. CUSTOMER AND JOHNSON CONTROLS BOTH AGREE TO WAIVE THEIR RIGHT TO A JURY TRIAL IN ANY LEGAL PROCEEDING ARISING OUT OF OR IN ANY MANNER CONNECTED WITH OR RELATED TO THIS AGREEMENT. 2. Mutual SAFETY Act Waiver. Certain of Johnson Controls' systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, Johnson Controls and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

I. Miscellaneous. 1. Enforceability. If any of the provisions of this Agreement shall be determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect. 2. Paragraph and Section Headings; Captions; Counterparts. The headings and captions contained in this Agreement are inserted for convenience or reference only, and are not to be deemed part of or to be used in construing this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all such separate counterparts shall together constitute but one and the same agreement. 3. FARs. Johnson Controls supplies "commercial items" within the meaning of the Federal Acquisition Regulation (FAR), 48 CFR Parts 1-53. As to any customer order for a U.S. government contract or funded directly or indirectly with Federal funds, Johnson Controls will comply only with the following mandatory flow-downs for commercial item subcontracts pertaining to Utilization of Small Business Concerns, Equal Opportunity, Affirmative Action, and Veterans Employment: 52.219-8; 52.222-26; 52.222-35; 52.222-36; and 52.222-37. 4. Export Control. Customer shall not export or re-export, directly or indirectly, any: (i) product or service provided under this Agreement; (ii) technical data; (iii) software; (iv) information; or (v) items acquired under this Agreement to any country for which the United States Government (or any agency thereof) requires an export license or other approval without first obtaining any licenses, consents or permits that may be required under the applicable laws of the U.S. or other foreign jurisdictions, including the Export Administration Act and Regulations and shall incorporate in all export shipping documents the applicable destination control statements. Customer shall, at its own expense, defend, indemnify and save Johnson Controls harmless from and against all third party claims, liability, loss or damage (including attorneys' fees and other defense costs), assessed against or suffered by Johnson Controls as a result of an allegation or claim of noncompliance by Customer with this Section. The obligations contained in this Section shall survive the termination or expiration of this Agreement. 5. Insurance. Johnson Controls maintains comprehensive General Liability and Automobile Liability Insurance in amounts that meet or exceed: \$1,000,000 per incident - \$2,000,000 in the aggregate and Worker's Compensation coverage as required by law. Johnson Controls will not be required to provide a waiver of subrogation in favor of any party, nor will Johnson Controls be required to designate any party as a statutory employer for any purposes. 6. Johnson Controls Brand. Without exception, Johnson Controls-branded Signage, including yard signs, window stickers and warning signs will remain the property of Johnson Controls and may be removed by Johnson Controls at any time. Customer's right to display Johnson Controls-branded Signage is not transferable and ceases upon termination or expiration of this Agreement. 7. Resale. If Johnson Controls is connecting to a previously installed existing system, to the extent the previously installed existing system is Customer's property, it shall remain Customer's property.

J. System Software; Network Connections. 1. Any software provided with the System or in connection with the Services is proprietary to Johnson Controls and/or Johnson Controls' supplier(s) and is licensed or sublicensed to Customer on a non-exclusive basis. Customer may not (a) disclose the Software or source code to any third parties, (b) duplicate, reproduce, or copy all or any part of the Software, or (c) use the Software on equipment other than with the designated System with which it was furnished. A separate Software License Agreement or

End User License Agreement between Johnson Controls and Customer and/or the software publisher may be required to use the software and/or obtain updates/upgrades. If the installed Equipment is to be connected to Customer's computer network ("Network"), Johnson Controls will furnish and install the software needed to run the Equipment and will connect the Equipment to the Network according to the Network settings supplied by Customer. Installation shall not include modifications to the Network, security, or firewall settings. Customer will supply a TCP/IP Ethernet network address and central processing unit per Johnson Controls specifications for access control system operation. Johnson Controls shall not be responsible for the setup, operation, or maintenance of the Network or Network performance or compatibility issues. Johnson Controls may assess additional charges, if Johnson Controls is unable to connect to the Network or if any additional Equipment is required to facilitate connectivity between the Network and the Equipment. 2. Open Source Software. Johnson Controls represents and warrants to the end user of the System that, to the extent the System includes any Open Source Software, the internal use and operation of the System by the end user will not create any obligation on the part of the end user under the terms of any Open Source License (i) to make any source code or object code available to third parties, or (ii) to license, disclose or otherwise make available to third parties any proprietary software, data or other information, or any associated intellectual property. As used herein, the term "Open Source Software" means any software, program, module, code, library, database, driver or similar component (or portion thereof) that is royalty free, proprietary software, the use of which requires any contractual obligations by the user such as, without limitation, that software that is subject to, distributed, transmitted, licensed or otherwise made available under any of the following licenses: GNU General Public License, GNU Library or "Lesser" Public License, Berkeley Software Distribution (BSD) license (including Free BSD and BSD-style licenses), MIT license, Mozilla Public License, IBM Public License, Apache Software License, Artistic license (e.g., PERL), Sun Industry Standards Source License, Sun Community Source License (SCSL), Intel Open Source License, Apple Public Source License, or any substantially similar license, or any license that has been approved by the Open Source Initiative, Free Software Foundation or similar group (collectively, "Open Source Licenses").

K. Force Majeure. Johnson Controls shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by Johnson Controls to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of Johnson Controls, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of Johnson Controls. If Johnson Controls' performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, Johnson Controls shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if Johnson Controls is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, Johnson Controls will be entitled to extend the relevant completion date by the amount of time that Johnson Controls was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly increases Johnson Controls' cost to perform the services, Customer is obligated to reimburse Johnson Controls for such increased costs, including, without limitation, costs incurred by Johnson Controls for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees or other costs and expenses incurred by Johnson Controls in connection with the Force Majeure Event.

L. Assignment. This Agreement is not assignable by the Customer except upon written consent of Johnson Controls first being obtained. Johnson Controls shall have the right to assign this Agreement or to subcontract any of its obligations under this Agreement without notice to Customer.

M. Software and Digital Services. Use, implementation, and deployment of the software and hosted software products ("Software") offered under these terms shall be subject to, and governed by, Johnson Controls' standard terms for such Software and Software related professional services in effect from time to time at <https://www.johnsoncontrols.com/techterms> (collectively, the "Software Terms"). Applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, Johnson Controls and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take precedence and govern with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto.

N. Johnson Controls License Information: AL 1498, 1499, 1500, 1501, 1502, A-0244, The Security Industry is governed by the rules and regulations of the Alabama Electronic Security Board of Licensure. If you would like information on these rules and regulations or would like to register a complaint you can contact the Board at: AESBL 7956 Vaughn Rd., Montgomery 36116, (334) 264-9388 Fax: 334-264-9332 AK 125516; 1058473, 5430 Fairbanks Street, Suite 7 Anchorage, AK 99507 AR 0000199, 0030740118 Regulated by Arkansas Bd. of Private Investigators & Private Security Agencies, #1 State Police Plaza Dr., Little Rock 72209, (501) 618-8600 AZ ROC281489, 18267-0 CA 977249; alarm company operators are licensed and regulated by the Bureau of Security & Investigative Services, Dept. of Consumer Affairs, Sacramento, CA 95814 CT 0106099-L5 DC ECS1327 FL EF20000890, EF20000341, EF0000478 GA LVA002833, LVA205386, LVU004635 HI CT-32427 ID PWC-C-12256-A-4, RCE-33602, EC012834 IL 127001526, 128000247, 128000246, 128000243 LA 24889, F523, F489 MA 401-C, MI 3601206912, A-0352, A-0170, 3602206914, A-0638, 3602206913, A-1058, A-1199 Whitcomb Avenue Madison Heights, MI 48071; MN TS651063 MS 15024088, 19530-SC NC 846-CSA, 28510-SP-FA/LV, 19385-SP-FA/LV, 27353-SP-FA/LV, 19718-SP-FA/LV, 24191-SP-FA/LV, 22850-SP-FA/LV 101 Industrial Drive, Ste 104 Raleigh, NC 27069, (919) 788-5320 NJ 34BF00050200, P00451, 607013 NM 375283 NV 0077542, F470, F469, NY 12000327404, Licensed by NYS Dept. of State OH E16782, 50-18-1052, 50-25-1050, 50-48-1032, 50-57-1119, 53-31-1582 OK AC-67 OR CLE-322, 197010, AC-67 PA Pennsylvania Home Improvement Contractor Registration Number; PA010083 RI 18004, AF-09170 TN ACC1704, ACC1705, ACC1707, ACC1708, ACC1709, ACC710, ACC1711 TX B00536, 4200 Buckingham Road Ste 150, Ft. Worth, TX 76115 – Dept of Public Safety, Private Security 5805 N. Lamar Blvd, Austin 78752, ACR-1460 UT 8390557-6501 VA 11-7587, 11-7575, 11-7591, 11-7573, 11-7589, 11-7578, 2705147765 WA JOHNCS837N4, 19625 62nd Ave South, Ste C112 Kent, WA 98032 WV 050291. The foregoing list shows only those license numbers Johnson Controls Security Solutions LLC ("Johnson Controls") is required by law to include on marketing materials. A comprehensive list of licenses held by Johnson Controls is available on www.johnsoncontrols.com. California Customers Only: Upon completion of the installation of the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure by the licensee, without legal excuse, to substantially commence work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Alarm Company Act.
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COMMERCIAL SALES AGREEMENT

TOWN NO. 0160-RENO/SPARKS, NV
CUSTOMER NO. 116015134
JOB NO.
PO NO.
ESTIMATE NO. 1-5B7F3ZQ

ADDITIONAL TERMS AND CONDITIONS

DATE: 8/13/2020

Johnson Controls Security Solutions LLC ("Johnson Controls")

Katherine Lantz
1105 South Rock Boulevard,
Reno, NV 89502-4142
Tele. No. (775) 353-7233

Tahoe-Truckee Sanitation Agency
d/b/a: TTSA
("Customer")
Customer Billing Information
13720 Butterfield Dr,
Truckee, CA 96161
Attn: Richard Pallante
Tele. No.

Customer Premises Served
13720 Butterfield Dr,
Truckee, CA 96161
Attn: Richard Pallante
Tele. No. (530) 587-2525

Notwithstanding anything in the Agreement to the contrary, Johnson Controls and Customer agree as follows:

Table with 1 column and 6 rows containing terms and conditions: Ceiling Tiles, Painting, Patching; Change Orders; A/C Power; Proposal Based on Customer's Plans; Electronic Media; Customer acknowledges equipment list.

All other terms and conditions of the Agreement, except those expressly modified herein, shall remain in full force and effect.

JOHNSON CONTROLS SECURITY SOLUTIONS LLC
Presented by: Katherine Lantz
(Signature of Johnson Controls Sales Representative)

Sales Agent: Katherine Lantz
Sales Representative Registration Number (if applicable):

CUSTOMER:
Accepted By:
(Signature of Customer's Authorized Representative)

(Name Printed)

Title:

Date Signed:

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: Tyco Integrated Security LLC

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section / page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
Section 8.10, Page 28	Patent and Copyright Infringement	<p>Tyco requests that the scope of its indemnification obligations under this section be limited to any infringement of a "United States" patent or copyright and that the following language be added to the end of the provision:</p> <p>"This indemnity shall not apply to any claim, action, or allegation of infringement if such claim, action, or allegation (or any judgment or order related thereto) is based in whole or in part upon: (i) the use by NJPA or NJPA Member or any third party not affiliated with Tyco of the article in combination with any other article not supplied, distributed and approved by Tyco; (ii) the modification or alteration by NJPA or NJPA Member or any other third party not affiliated with Tyco of any article installed or serviced under the contract; or (iii) the failure by NJPA or NJPA Member to implement a release or engineering change issued by Tyco. If any article purchased or licensed by NJPA or NJPA Member pursuant to the contract shall become the subject of any claim, action, or allegation of the type herein specified, Tyco will, at its sole option, either: (i) procure for NJPA or NJPA Member the right to continue using the applicable article; or (ii) modify it to become non-infringing. The foregoing shall be the sole and exclusive remedy for any claim, action, or allegation of the type herein specified."</p>	Accepted

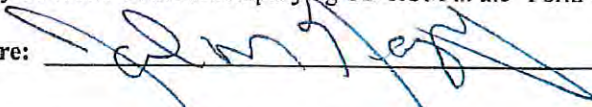
Section / page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
Sections 3.35 and 3.36, Page 9	Warranty	<p>Tyco requests that any resulting contract include its standard warranty clause. The language is as follows:</p> <p>"WARRANTY - Any part of the system, including the wiring, installed under this Agreement, which proves to be defective in material or workmanship within one year (365 days) of the date of completion of installation will be repaired or replaced at Tyco's option with a new or functionally operative part.</p> <p>Labor and material required to repair or replace such defective components will be free of charge for a period of one year (365 days) following the completion of the original installation.</p> <p>This Warranty does not apply to the conditions listed below and in the event NJPA Member calls Tyco for service under the Warranty and upon inspection by Tyco's representative it is found that one of these conditions has led to the inoperability or apparent inoperability of the system, a charge will be made for the service call of Tyco's representative whether or not he actually works on the system. Should it actually be necessary to make repairs to the system due to one of the "Conditions" not covered by Warranty, a charge will be made for such work at Tyco's then applicable rates for labor and material. Service will be furnished by Tyco during Tyco's normal working hours of 8:00 A.M. to 4:30 P.M., Monday through Friday, except holidays.</p> <p>Conditions not covered by Warranty:</p> <ul style="list-style-type: none"> a) Damage resulting from accidents, acts of God or other Force Majeure event; b) Damage resulting from alteration, misuse, tampering or abuse, and any adjustments, repairs or maintenance not done by Tyco or from parts, accessories, attachments or other devices not furnished by Tyco, or other cause not related to a defect in material or workmanship; c) Failure of the NJPA Member to properly follow operating instructions provided by Tyco at time of installation or at a later date; d) Adjustments necessitated by misalignment of CCTV cameras, improper adjustment of monitor brightness and contrast tuning dials or insufficient light on the area viewed by the camera(s); e) Trouble due to interruption of commercial power or to the phone service; f) Battery failure; and g) Devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers. <p>THE FOREGOING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE NJPA MEMBER'S EXCLUSIVE REMEDY WITH RESPECT</p> <p>TO ANY AND ALL LOSSES OR DAMAGES RESULTING FROM ANY CAUSE WHATSOEVER, INCLUDING TYCO'S NEGLIGENCE, SHALL BE REPAIR OR REPLACEMENT AS SPECIFIED ABOVE. TYCO SHALL IN NO EVENT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY NATURE, INCLUDING WITHOUT LIMITATION, DAMAGES FOR PERSONAL INJURY OR DAMAGES TO PROPERTY AND HOWEVER OCCASIONED, WHETHER ALLEGED AS RESULTING FROM BREACH OF WARRANTY OR CONTRACT BY TYCO OR NEGLIGENCE OF TYCO OR OTHERWISE."</p>	Accepted

Section / page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
New Section	Limitation of Liability	<p>To ensure reasonable risk allocation and consistent with customary commercial practices in the electronic security services industry, Tyco requests that the following Limitation of Liability clause be included in any resulting contract:</p> <p><u>"Electronic Security Services Limitation of Liability</u></p> <p>A) It is understood that Tyco is not an insurer and that the amounts payable to Tyco hereunder are based on the value of the services and equipment provided and are unrelated to the value of NJPA Member's property, the property of others located in NJPA Member's premises, or the risk of loss to which that property may be subject. NJPA Member agrees to look exclusively to its insurer to recover for injuries or damage in the event of loss or injury due directly or indirectly to occurrences, or consequences therefrom, that Tyco's equipment or service is intended to avert, detect and/or record ("Detection Events"). Tyco makes no guaranty or warranty, including any implied warranty of merchantability or fitness, that the equipment or service supplied will avert or prevent Detection Events. Accordingly, NJPA Member agrees that Tyco shall be exempt from liability for loss, damage or injury arising from or due to Detection Events. In the alternative, should Tyco be found liable for loss, damage or injury arising from a Detection Event due to failure of equipment or service in any respect, its liability shall be limited to: (i) a sum equal to the purchase price of the equipment for the NJPA Member premises from which such loss or claim originates if the order included purchase of equipment; or (ii) the lesser of a sum equal to ten (10) times the annual charge for services for the NJPA Member premises from which such loss or claim originates or \$10,000 if the order is for services only, as the agreed upon damages and exclusive remedy, and not as a penalty, and that the provisions of this paragraph shall apply even if loss, damage or injury, irrespective of cause, origin or degree of fault, results directly or indirectly from Tyco's negligence, breach or other wrongful conduct. No suit or action arising from or relating to a Detection Event loss, damage or injury shall be brought against Tyco more than one (1) year after the accrual of the cause of action therefore.</p> <p>B) IN NO EVENT SHALL TYCO, NJPA, OR ANY NJPA MEMBER BE LIABLE TO THE OTHER UNDER OR RELATED TO THIS CONTRACT FOR ANY SPECIAL, CONSEQUENTIAL OR INCIDENTAL DAMAGES (INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS) ARISING OUT OF ANY PERFORMANCE, WHETHER SUCH DAMAGES ARE BASED ON TORT, STRICT LIABILITY, WARRANTY, CONTRACT OR ANY OTHER LEGAL THEORY, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES."</p>	Accepted

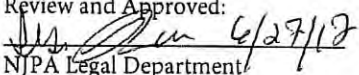
Section / page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
New Section	Mutual SAFETY Act Waiver	<p>For the protection of both Tyco and any NJPA Member, Tyco requests that any resulting contract include the Safety Act Reciprocal Waiver clause set forth below.</p> <p>"Mutual SAFETY Act Waiver</p> <p>Certain of Tyco's systems and services have received Certification and/or Designation as Qualified Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5(e), to the maximum extent permitted by law, Tyco and NJPA Member hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism."</p> <p>As a result of the protections afforded by Congress under the SAFETY Act, Tyco and its NJPA Members receive significant tort liability protections against claims that Tyco's QATT failed to prevent a certified "Act of Terrorism," as defined by the SAFETY Act. Examples of such protections include:</p> <ul style="list-style-type: none"> • Limitations on liability against third party claims, • No joint and several liability, • Exclusive Federal Court jurisdiction for third party claims, • No punitive damages allowed (if QATT is deployed), • No non-compensatory damages, and • No pre-judgment interest. <p>Additional information can be found at the Department of Homeland Security website at www.safetyact.gov."</p>	Accepted
New Section	Maintenance Terms	<p>Tyco requests that any resulting contract include its standard maintenance clause set forth below:</p> <p>"MAINTENANCE. If contracted for by the NJPA Member, Tyco will, upon NJPA Member's request, provide ordinary maintenance and repair of such system due to normal wear and tear and bear the expense thereof. The expense of all extraordinary maintenance and repair due to alterations in the NJPA Member's premises, alterations of the system made at the request of the NJPA Member, or made necessary by changes in the NJPA Member's premises, damage to the premises or to the alarm system, or to any cause beyond the control of Tyco, shall be borne by the NJPA Member. The NJPA Member agrees to furnish any necessary electric current through the NJPA Member's meter and at the NJPA Member's own expense with an outlet within 10 feet of Tyco's Control Panel. It is mutually agreed that the work of installation and Tyco's repairs of the system shall be performed between Tyco's normal working hours of 8:00 A.M. to 4:30 P.M., Monday through Friday, except holidays.</p> <p>EXCLUSIONS - Maintenance on the following devices will be provided only on a time and material basis: (1) window foil, (2) security screens, (3) any exterior mounted devices, (4) PROM (Programmable Read Only Memory), (5) Conditions not covered by warranty set forth in this contract.</p> <p>It is understood and agreed that Tyco's obligation relates to the maintenance solely of the specific protection system, and that Tyco is in no way obligated to maintain, repair, service, replace, operate or assure the operation of any device or devices of the NJPA Member or of others not installed by Tyco. If not contracted for before the expiration of the Warranty, Tyco will enter into a Maintenance Service Contract only after inspecting the system and making any necessary repairs or replacements to the system at a charge to the NJPA Member for labor and/or material at Tyco's then prevailing rates."</p>	Accepted

Section / page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
New Section	Intellectual Property Ownership	<p>Tyco requests that the below clause be included in any resulting contract to specify the intellectual property rights for any software provided or any work products created:</p> <p>"Unless otherwise agreed to between Tyco and NJPA Member, Tyco retains all right, title, and interest to all data, materials, or other work products developed under the contract and such shall not be considered "Works Made for Hire." NJPA Member shall have a non-exclusive license to use any data, materials, and other work products developed under the contract for its own internal use. Any software provided with the Equipment or in connection with the Services is proprietary to Tyco and/or Tyco's supplier(s) and is licensed or sublicensed to NJPA Member on a non-exclusive basis subject to the terms of any applicable end user license agreement."</p>	Accepted

TycoIS has attached additional terms and conditions that are used for its managed and hosted services for consideration by NJPA. These may be found on the accompanying CD-ROM in the "Form C Supplements" folder.

Proposer's Signature:  Date: March 15, 2017

NJPA's clarification on exceptions listed above:

Review and Approved:

 NJPA Legal Department

Contract Award
RFP #031517

FORM D



Formal Offering of Proposal
(To be completed only by the Proposer)

FACILITY SECURITY EQUIPMENT, SYSTEMS, AND SERVICES WITH RELATED EQUIPMENT AND SUPPLIES

In compliance with the Request for Proposal (RFP) for FACILITY SECURITY EQUIPMENT, SYSTEMS, AND SERVICES WITH RELATED EQUIPMENT AND SUPPLIES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Tyco Integrated

Company Name: Security LLC Date: March 15, 2017

Company Address: 3601 Eisenhower Avenue, Suite 300

City: Alexandria State: VA Zip: 22304

Contact Person: Steve Leitz Title: National Director, Sales

Authorized Signature:  John Gaydos - Vice President, FSD
(Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 031517-TIS

Proposer's full legal name: Tyco Integrated Security LLC

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be June 30, 2017 and will expire on June 30, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:

Jeremy Schwartz
NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

Chad Coquette
NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette
(NAME PRINTED OR TYPED)

Awarded on June 29, 2017

NJPA Contract # 031517-TIS

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name TYCO INTEGRATED SECURITY

Authorized Signatory's Title DIRECTOR, SALES

Steve Leitz
VENDOR AUTHORIZED SIGNATURE

STEVE LEITZ
(NAME PRINTED OR TYPED)

Executed on JUNE 29, 2017

NJPA Contract # 031517-TIS

PROPOSER ASSURANCE OF COMPLIANCE



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: Tyco Integrated Security LLC

Address: 3601 Eisenhower Avenue, Suite 300

City/State/Zip: Alexandria, VA 22304

Telephone Number: (910) 397-2556

E-mail Address: sleitz@tyco.com

Authorized Signature: 

Authorized Name (printed): John M. Gaydos

Title: Vice President, Federal Systems Division

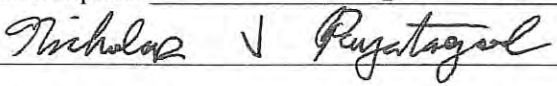
Date: March 15, 2017

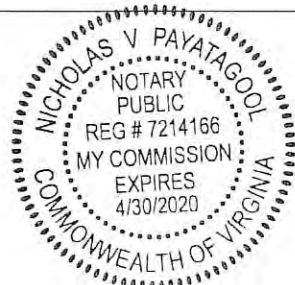
Notarized

Subscribed and sworn to before me this 15th day of March, 2017

Notary Public in and for the County of Alexandria State of VA

My commission expires: April 30, 2020

Signature: 





Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: Tyco Integrated Security LLC

Questionnaire completed by: Doug Vetter

Payment Terms and Financing Options

1) What are your payment terms (e.g., net 10, net 30)?

TycoIS payment terms are Net 30.

2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

TycoIS offers NJPA Members a comprehensive selection of leasing options through our dedicated financing partner, Tyco Global Financial Solutions (TycoGFS). TycoGFS is a dba of Technology Investment Partners, LLC and is not affiliated with Tyco International, Ltd. or any of its affiliates.

Tyco Global Financial Solutions
40950 Woodward Avenue, Suite 201
Bloomfield Hills, Michigan, 48304-5127
Fax: 248.593.7263
Phone: 855.CAL.TGFS or 855.225.8437



TycoGFS will continue to serve Tyco Integrated Security through the development of innovative lease financing programs to assist NJPA Members. TycoGFS has created a [dedicated web portal](#) for TycoIS to provide the latest sales tools, training materials, lease applications, rates and other resources needed to offer financing programs as an option to a cash sale.

The TycoGFS advantage has a positive influence on:

1. Capital equipment budgeting
2. Cash flow management
3. Matching the cost for the use of the equipment to the equipment's useful life
4. Simple programs and convenient, easy lease processes

TycoGFS offers a variety of finance solutions to support NJPA Members' acquisition of security and fire protection solutions. These financing programs include \$1 Buyout Options, Technology Refresh, and

even 0% Interest and 10% Simple Interest options. NJPA Members can select a financing program which fits their needs.

Each of the lease structures below will allow for a variety of lease terms and payment options to best fit the financial objectives of NJPA Members.

- **Finance Lease Structure**—A finance lease generally has a term in excess of 36 months, and is usually structured with fixed price purchase options (typically \$1) for the equipment at the end of the lease. Such a lease must be shown as an asset on the balance sheet of the lessee and be depreciated or capitalized over the term of the lease.
- **Purchase Leaseback**—A Purchase/Leaseback transaction provides lease financing for equipment that the customer has already taken title to. The lessor purchases the equipment from the customer for a specified price, generally the current fair market value of the equipment, and leases it back to the customer at a mutually agreeable rate and lease term.
- **Traditional Operating Lease**—In a traditional operating lease, the Lessor makes a significant investment in the equipment, thereby assuming the risk of obsolescence, which reduces the lease payments that the Lessee is required to make. Equipment under an Operating Lease need not be shown on the balance sheet of the Lessee.
- **Capital Lease Structure**—A Capital Lease is usually structured with a required nominal end of lease payment. At the end of the term of the lease, the title to the equipment is transferred to the lessee upon completion of the lease obligations. Such a lease must be shown as an asset on the balance sheet of the lessee and be depreciated or capitalized over the term of the lease.

Some of the primary services available to support NJPA Members are described below, and we would welcome the opportunity to discuss any additional services or support NJPA Members might require.

- **Technology Refresh**—In an effort to support NJPA Members' changing needs, TycoGFS can provide the opportunity to refresh equipment that is leased through TycoGFS throughout the course of the lease.
- **Equipment Disposition**—Whether leased through TycoGFS or owned outright; we can help with the disposition of all types of technology equipment. Equipment tagged for disposition will either be remarketed or scrapped depending on the remaining useful life and utility. For equipment to be scrapped, TycoGFS will dispose of the equipment in a manner that complies with all environmental and data security guidelines.
- **assetCONNECT™**—TycoGFS assetCONNECT asset management software provides NJPA Members access to the lease information they need.

An example lease agreement may be found in the "Supporting Information" folder on this CD in a subfolder entitled "P-2 Leasing."

3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

TycoIS conducts all business under this contract using the Business-to-Government order process and funds flow model, in which NJPA Members issue Purchase Orders and make payments directly to TycoIS.

TycoIS utilizes a Request for Quote/Quote Response/Purchase Order process for virtually all products and services we offer. NJPA Members may elect to make equipment-only purchases directly off the schedule on a "box sale" basis by issuing a direct Purchase Order.

Our typical NJPA order process consists of the following steps:

Step 1—An NJPA Member calls our toll-free number (or emails sleitz@tyco.com, directly or through our NJPA microsite at www.tycois.com/njpa) and provides the member's name and contact information, general project requirements, and any special notes. This is the "Request for Quote (RFQ)."

Step 2—The TycoIS Call Center enters this information into Salesforce.com—our Customer Relationship Management (CRM) system—and creates a lead.

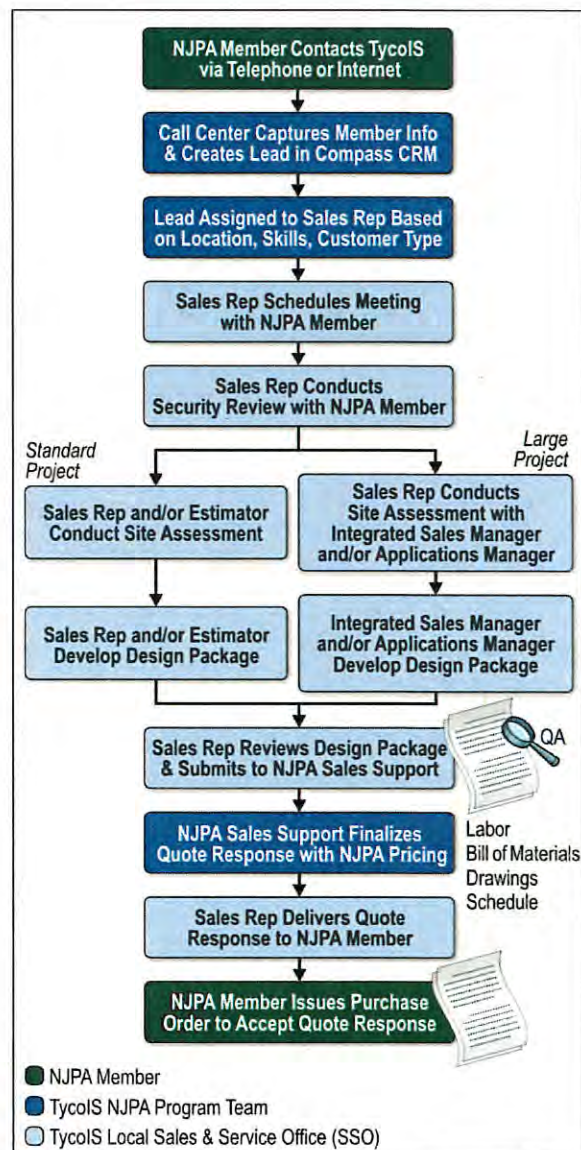
Step 3—The lead is assigned to a Sales Representative based upon the member's location and the Sales Representative's skill set and customer base.

Step 4—The Sales Representative becomes the primary point of contact with the NJPA Member, managing quote development and coordinating the relevant local Sales and Service Office (SSO) activity throughout the process. The Sales Representative contacts the NJPA Member and schedules a meeting.

Step 5—During the initial meeting at the NJPA Member's location, the Sales Representative completes a Security Review interview using our standard form.

Step 6—For a basic system, the Sales Representative and/or a TycoIS Estimator conduct the site assessment and develop the system design package.

For more advanced or integrated systems, an Integrated Sales Manager and/or a Systems Application Manager are also assigned, and work with the



NJPA-007B

Sales Representative to conduct the site assessment and prepare a comprehensive design package. In either case, the TycoIS technical representative coordinates directly with the NJPA Member to schedule an appropriate date and time for the site visit.

Step 7—The Sales Representative reviews the design package for compliance with the NJPA Member’s needs and expectations, and then submits it to our NJPA Sales Support Specialist.

Step 8—Our NJPA Sales Support Specialist finalizes the Quote Response based on the design specifications developed by the NAFSS and/or the Systems Applications Engineers. The pricing for the turnkey solution, including materials, labor, and any additional “Total Cost of Acquisition” items, strictly follows the published NJPA pricing schedule.

Step 9—The Sales Representative submits the finalized Quote Response to the NJPA Member.

Step 10—The NJPA Member issues a Purchase Order to accept the Quote Response.

Once TycoIS receives the Purchase Order and books the job, the SSO installation team orders the equipment, schedules the installation, installs, configures, integrates, and tests the system as designed. The Sales Representative then follows up to ensure the system has been installed according to all specifications, that training was performed, and that the NJPA Member is completely satisfied.

System Design

The TycoIS design approach is based on our time-proven processes, ensuring that the resulting solution fulfills all system operational and functional requirements and meets established constraints. As the nation’s largest security provider, TycoIS is product agnostic—meaning TycoIS selects the best product for the customer’s application without regard to manufacturer.

TycoIS employs the following five-step process for all designs:

1. Collect design requirements
2. Develop design
3. Create an engineering plan, bill of materials, system layout drawings, and schedule
4. Perform an internal TycoIS QA design review (for large systems)
5. Submit design package to Sales Support for contract-compliant pricing

Based on system requirements, and in consultation with the NJPA Member, our design engineers lead the equipment selection process and produce a bill of materials. The requirements, design constraints, user needs, costs, equipment availability, lead times, and insights developed in previous work serve as key inputs to the design process.

TycoIS also utilizes a corporate database of vendor specifications, product information sheets, performance data, and analysis tools—including those relating to cable, conduit, access control systems, video surveillance devices, housings, mounts, intrusion detection, and other systems. This approach

permits us to fully evaluate and recommend interoperable, operationally efficient equipment and minimize any potential technical risk.

- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Yes, we are able to accept P-cards for procurement and payment. There is no additional cost to NJPA Members for using this process.

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

Due to the unique nature of our business model—which is providing turn-key, individually customized and installed security solutions—warranty claims are treated as service calls and follow the same dispatch and resolution process we describe fully in our answer to Question A-19. The terms of our warranty are as follows:

WARRANTY—Any part of the system, including the wiring, installed under this Agreement, which proves to be defective in material or workmanship within one year (365 days) of the date of completion of installation will be repaired or replaced at Tyco’s option with a new or functionally operative part. Labor and material required to repair or replace such defective components will be free of charge for a period of one year (365 days) following the completion of the original installation.

This Warranty does not apply to the conditions listed below and in the event NJPA Member calls Tyco for service under the Warranty and upon inspection by Tyco’s representative it is found that one of these conditions has led to the inoperability or apparent inoperability of the system, a charge will be made for the service call of Tyco’s representative whether or not he actually works on the system. Should it actually be necessary to make repairs to the system due to one of the “Conditions” not covered by Warranty, a charge will be made for such work at Tyco’s then applicable rates for labor and material. Service will be furnished by Tyco during Tyco’s normal working hours of 8:00 A.M. to 4:30 P.M., Monday through Friday, except holidays.

Conditions not covered by Warranty:

- A) Damage resulting from accidents, acts of God or other Force Majeure event;
- B) Damage resulting from alteration, misuse, tampering or abuse, and any adjustments, repairs or maintenance not done by Tyco or from parts, accessories, attachments or other devices not furnished by Tyco, or other cause not related to a defect in material or workmanship;
- C) Failure of the NJPA Member to properly follow operating instructions provided by Tyco at time of installation or at a later date;
- D) Adjustments necessitated by misalignment of CCTV cameras, improper adjustment of monitor brightness and contrast tuning dials or insufficient light on the area viewed by the camera(s);
- E) Trouble due to interruption of commercial power or to the phone service;

- F) Battery failure; and
- G) Devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers.

THE FOREGOING WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE NJPA MEMBER'S EXCLUSIVE REMEDY WITH RESPECT TO ANY AND ALL LOSSES OR DAMAGES RESULTING FROM ANY CAUSE WHATSOEVER, INCLUDING TYCO'S NEGLIGENCE, SHALL BE REPAIR OR REPLACEMENT AS SPECIFIED ABOVE. TYCO SHALL IN NO EVENT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY NATURE, INCLUDING WITHOUT LIMITATION, DAMAGES FOR PERSONAL INJURY OR DAMAGES TO PROPERTY AND HOWEVER OCCASIONED, WHETHER ALLEGED AS RESULTING FROM BREACH OF WARRANTY OR CONTRACT BY TYCO OR NEGLIGENCE OF TYCO OR OTHERWISE.

- Do your warranties cover all products, parts, and labor?

Yes, as explained in our answer to Question P-5 above.

- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?

No, subject to the "Conditions not covered by Warranty" in our answer to Question P-5 above.

- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?

Yes, our warranty covers the expense of technician's travel time and mileage to perform warranty repairs.

- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?

TycoIS can provide certified technicians to perform warranty repairs in every geographic region of the United States.

- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?

Yes, our warranty covers the entire installed system regardless of which manufacturers' items are used in it. In the case of an equipment-only sale (known as a "box sale"), the NJPA Member will receive their warranty coverage directly from the manufacturer.

- What are your proposed exchange and return programs and policies?

We have no applicable "return program" or "exchange policy" due to the fact that our "products" are fully customized, turn-key installed solutions composed of multiple, interconnected devices and systems. The functionality of the system and its ability to meet the NJPA Member's needs have been addressed during the Request for Quote / Site Survey / Quote Response / Purchase Order process described in our answer to Question P-3.

Should individual items require replacement, they would be covered under the initial one year warranty; following that, they may be covered under an optional maintenance plan. Outside the warranty period, and in the absence of optional maintenance plan coverage, any item “exchanged” will be quoted on a time and materials basis. This quote will include any special handling fees.

6) Describe any service contract options for the items included in your proposal.

TycoIS offers a variety of service contract options. The chart below illustrates how these options are grouped into three tiers of coverage.

	Advanced	Precision	Comprehensive
	Value priced repair and replacement plan to maintain systems	Boost performance and maximize system up-time	Premium priority response, customer service and coverage
Maintenance Coverage	Material and Labor <i>normal wear and tear</i>	Material and Labor <i>normal wear and tear</i>	Material and Labor <i>all issues</i>
Tier 1 Telephone Support	✓	✓	✓
Remote Technical Customer Support	✓	✓	✓
Service Response Time	End of 2 nd Business Day	End of Next Business Day	8 Business Hours
Business Hours	Standard 8am - 5pm (M - F)	Standard 8am - 5pm (M - F)	Extended 8am - 5pm (M - Sa)
Security Inspection		Standard Inspection	Preventative Maintenance
Software Support		SSA included	SSA and Annual Software Upgrade
Digital	View of Maintenance reports	View of Maintenance reports and Inspection Schedule	View of Maintenance reports and Inspection Schedule
Technology Refresh	10% discount on new peripherals during contract period	20% discount on new peripherals during contract period	Complete system upgrade every 5 years under contract

Pricing, Delivery, Audits, and Administrative Fee

7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

TycoIS provides turnkey security systems, equipment, and services consisting of video surveillance, access control, intrusion detection, and fire/life safety solutions. These can be configured as standalone systems, integrated systems, and subsystems. We also provide optional monitoring services for intrusion detection and fire/life safety systems. Physical Security Information Management (PSIM) is a comprehensive platform that can tie together all these various systems into a unified user interface which can aid situational awareness and provide business intelligence. Another service is “Total Security,” which provides simplified user management of multiple systems. We also offer loss prevention solutions, primarily relevant to the retail industry.

A detailed overview of each of these security solution categories is provided in our answer to Question A-3. A selection of brochures and other materials describing these products and services in detail may be found in the "Supporting Information" folder in a subfolder entitled "A-3 Products and Services."

- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

TycoIS will continue to use the line-item pricing format with this offer, consistent with the pricing model we have used on our current contract over the last four years. This includes a 1% volume discount applied when a single project reaches the \$40,000 threshold.

TycoIS proposes regular installer labor by regional market type. The labor rate identified for a particular NJPA Member will be based on the proximity of the proposed work site to the TycoIS cities as identified on Tab 3 of our pricing spreadsheet. TycoIS has also included a list of prevailing wages by State and County on Tab 5. Due to the volume of counties, some states will show a classification of "All Other Counties in 'X' State," which will cover the pricing for Prevailing Wages in any county not currently listed.

TycoIS is maintaining our current NJPA Contractual discount on all annual Preferred Services (which include monitoring and hosted and managed video and access control) at 11% off our commercial pricing for this offer. These annual rates are rounded up to the nearest whole dollar. Please see the currently offered list of Preferred Services and their discounted rates on Tab 4 of our pricing spreadsheet. The price for maintenance of an item will be calculated at 18.5% of its material selling price, which is equivalent to an 11% discount from our commercial price for maintenance. Please refer to Form C regarding the warranty, maintenance and limitations of liability applicable to these annual services.

TycoIS has maintained a "ceiling-based" pricing model throughout our NJPA contract award periods. This means we only deviate from our contract pricing in the form of price reductions as required to meet the specific and unique needs of an NJPA Member. This may include competitive situations, certain volume purchase commitments, or the creation of custom programs. This policy will continue under a new award.

Our schedule of products and services consists of over 20,000 items. We have provided this schedule in a searchable Microsoft Excel format, and it may be found in the "Supporting Information" folder on this CD in a subfolder entitled "P-8 Pricing."

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

As a system integrator, TycoIS does not use "MSRP." The line item pricing we have proposed for materials is generally about 20% less than our typical commercial pricing; however, this is a ceiling price

and materials for all projects are individually priced on a case by case basis factoring in competitive situations, certain volume purchase commitments, the creation of custom programs, etc.

10) The pricing offered in this proposal is

- a. the same as the Proposer typically offers to an individual municipality, university, or school district.
- b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- d. other than what the Proposer typically offers (please describe).

11) Describe any quantity or volume discounts or rebate programs that you offer.

We provide a 1% "volume price discount" on individual orders exceeding \$40,000. This is consistent with our current contract. This discount is applied to the entire purchase order, including materials and labor.

12) Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.

If, in order to provide a complete turnkey solution, we must include component items that are not on our NJPA schedule, we will price those items using the same methodology we use for pricing on-schedule items. If the need for a component item becomes a recurring requirement, we will add that item to our NJPA schedule as appropriate.

13) Identify any total cost of acquisition costs that are NOT included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

TycoIS utilizes a Request for Quote/Quote Response/Purchase Order process for virtually all products and services we offer. We have provided a detailed description of this process in our answer to Question P-3.

Our quote response to any NJPA Member will detail all charges associated with providing the quoted turnkey solution, and will inherently identify the "Total Cost of Acquisition," including a detailed line-item breakdown of materials and labor; and if required, any subcontractor services, travel, extraordinary shipping, and any other charges that may be associated with the project. All charges are payable directly to TycoIS.

Should an NJPA Member request an equipment-only quote (known as a "box sale"), the pricing in our quote response will clearly reflect the lack of requirement for on-site installation.

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

Our business model is to provide a unique, turnkey solution delivered and installed at the customer site. Our quote response to any NJPA Member will detail all charges associated with providing the quoted turnkey solution, including a detailed line-item breakdown of materials and labor; and if required, any extraordinary shipping charges that may be associated with the project.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

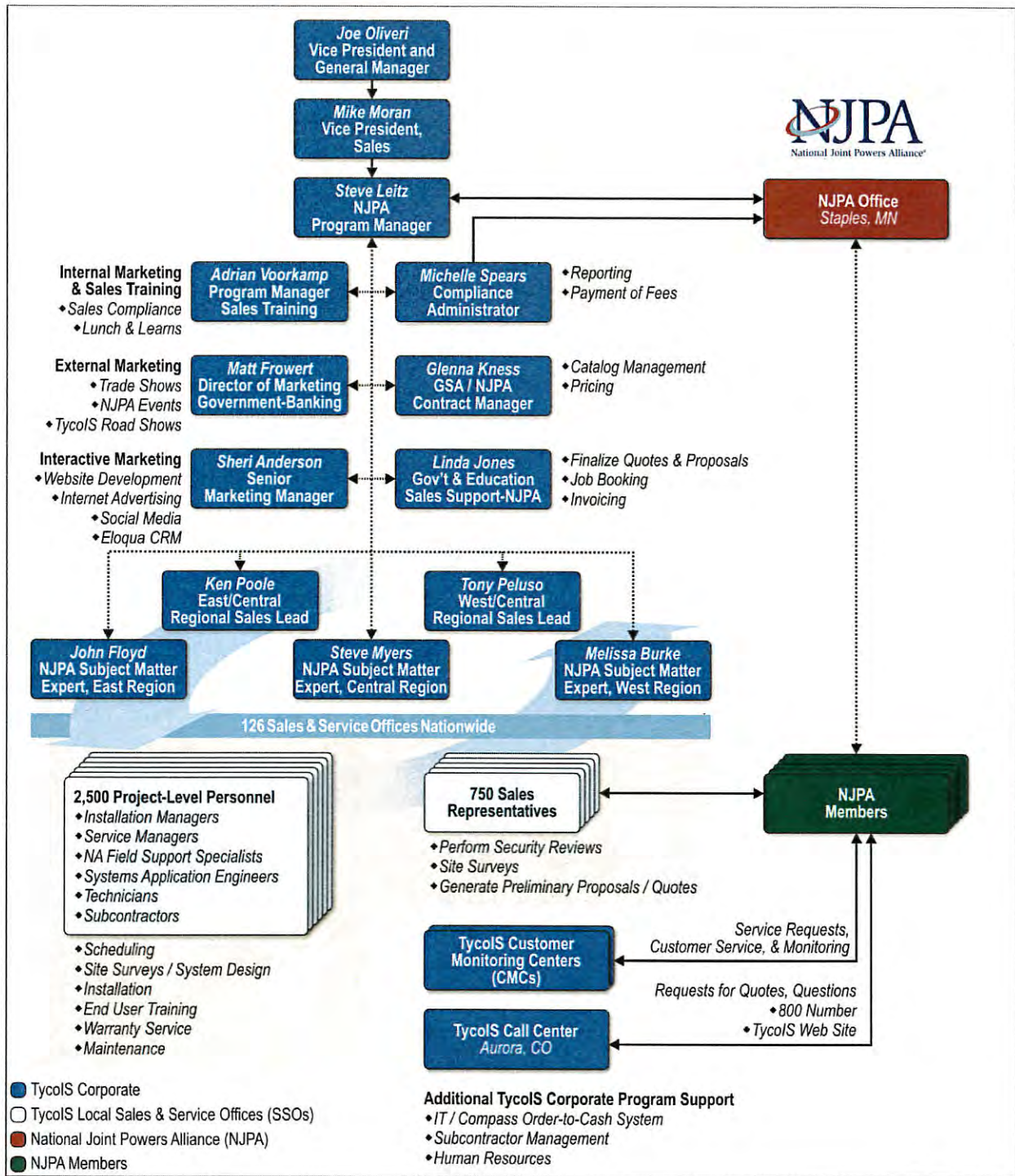
TycoIS offers, as we do with all our government programs, shipping that is FOB (Free on Board) destination, including Alaska, Hawaii, and Puerto Rico. Our parent company has a separate business unit which serves Canada (Tyco Integrated Fire and Security), and we can facilitate a relationship between Canadian Members of NJPA and TIFS on a case by case basis.

16) Describe any unique distribution and/or delivery methods or options offered in your proposal.

Our business model is to provide a unique, turnkey solution delivered and installed at the customer site.

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

As the incumbent holder of an NJPA awarded contract for security services, TycoIS already has a robust compliance and reporting program in place. As illustrated in the organization chart below, we have an experienced operational team in place to support NJPA and its Members.



NJPA Member Pricing

TycolS has a Sales Support Specialist, Linda Jones, charged with responsibility for reviewing and finalizing all quotes prepared for NJPA Members and following through with job booking and invoicing. All relevant sales personnel are trained in following process for proposing and booking an NJPA order:

- Create the Estimate and Scope of Work, mark as “Proposed.”
 - Price at NJPA Gross Margin (include approvals if further discounting is required).
 - If using a locksmith, quote must include a breakdown of materials and labor.
 - If using a sub-contractor, quote must include a breakdown of materials and labor.
 - Lift rental quote must be included.
 - Permit fees must be included.
 - Prevailing Wage jobs must include the correct Prevailing Wage Rates for your SSO—send an email to TycoISPWTeam@tyco.com they will then give you the PWR for your SSO.
 - NSI Items must include the approved and completed Product Exception Form.
- Add Linda Jones to the sales team (User ID: LKJONES). Linda will create the proposal and return to you via email within five business days (if you need it sooner, please contact her before making any commitments to the client).
- Deliver proposal to client (must include client’s NJPA Member #).
- Client approves the proposal and issues a PO (with the NJPA Contract # and their NJPA Member # on the PO); the estimate is marked as “Sold,” and documents are sent to COM for booking.

NJPA Contract Reporting and Payments

As the incumbent holder of an NJPA awarded contract for security services, TycoIS already has a robust compliance and reporting program in place. Our NJPA Program Team includes a Compliance Administrator—Michelle Spears—who is responsible for gathering all required NJPA sales data, compiling quarterly sales reports in an NJPA-approved format, and ensuring correct payment of our NJPA Administration Fee. We will continue this activity under a new award.

Michelle has compiled extensive documentation of the process and parameters for collecting the appropriate data from our enterprise data systems, and maintains detailed records of all reports and payments submitted to NJPA. Please note that our reporting is based upon NJPA Member jobs that have closed (been fully completed from an accounting point of view) in a given quarter, and that TycoIS operates on a fiscal year basis (September to September) while NJPA reports sales on a calendar year basis. Should the case arise where we have no sales to report in a given quarter, we will submit a “zero sales” report.

Should NJPA elect to perform an audit of any portion of this process or documentation, TycoIS will comply fully in accordance with the requirements of RFP paragraph 8.8.

- 18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor’s sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member’s cost of goods. (See RFP Section 6.29 and following for details.)

TycoIS understands that administration fees are necessary for NJPA to manage its contracts, facilitate marketing efforts, train vendors, and process orders. With that in mind, we will keep our NJPA administration fee at its current level of 1.5%. This fee is included in, and not added to, the pricing included in our response to this RFP.

Industry-Specific Questions

NOTE: You may have addressed some of the following questions elsewhere in your response. If so, please also answer these industry questions completely. Do not leave them blank.

19) Describe any background checks that you require of employees and prospective employees. How do you vet those personnel that might have access to sensitive NJPA Member information?

Background Checks

TycoIS recognizes the importance of maintaining a safe workplace and the value our customers and employees place on feeling secure. Accordingly, background checks and investigations may be performed upon hire or, from time to time, throughout employment, directly by TycoIS in whole or in part, or by an outside agency.

The types of reports that may be requested from consumer reporting agencies under this policy include, but are not limited to: credit reports, criminal records checks, court records checks, driving records, and/or summaries of educational and employment records and histories. Any information contained in these reports may be taken into consideration when evaluating suitability for employment, promotion, reassignment, or retention.

Sensitive Information

Our customers entrust us with sensitive information about their businesses, lives, and homes. In safeguarding this information, we earn their respect and trust.

All new employees are required to participate in a formal briefing to advise them of their responsibilities with all information to which they have access as part of their job. We emphasize that all information they obtain while employed by TycoIS is considered proprietary business information which must not be disclosed. We also make sure they understand that their employment imposes an obligation to maintain confidentiality even after they leave TycoIS. We formally interview a percentage of all employees as part of an internal inspection that we and other agencies perform on an annual basis to ensure this understanding.

Where defined levels of security or confidentiality are required (such as with Federal government and DoD customers), Tyco has well-established procedures and controls in place to ensure full compliance with all applicable security standards and procedures.

20) Articulate your process for screening and hiring contractor candidates.

TycoIS performs the majority of our work with directly employed technicians. We have found that the use of our own resources provides the greatest level of control over task execution and work quality. However, when the use of a subcontractor is required for specialized services, or when it would be beneficial for a number of reasons, we have established an effective, field-proven subcontractor management program. Any subcontractors operate seamlessly under TycoIS management.

The following types of specialty subcontractors are typically engaged as needed: high-voltage electricians, locksmiths, elevator specialists, gate/fence contractors, trenching or construction-related contractors, fire alarm technicians, carpenters, and painters. Other types of subcontractors may be used for incidental or ancillary work. Many of these are certified small businesses.

In a few remote locations, such as the US territories, we research maintenance subcontractors and establish ongoing subcontractor agreements with companies that meet our stringent guidelines.

All subcontractor-related activities, including on-boarding and compliance, are coordinated through our centralized Subcontractor Labor Group (SLG), consisting of administrative personnel and field program managers. All new subcontractors must be processed by the SLG, which maintains a listing of approved subcontractors who may be used by field personnel for installing and/or servicing TycoIS systems. The Strategic Labor Team also serves as a resource to the field for any and all subcontractor-related performance issues and is directly involved where necessary.

As part of our on-boarding process, the SLG requires the following from potential subcontractors:

- Verification of background check and substance abuse testing meeting TycoIS-established criteria
- Insurance certification meeting or exceeding the levels required by TycoIS to perform work at TycoIS customer sites
- Verification of company and individual technician licenses where applicable
- Company background and financial information
- Other documentation related to specific projects and equipment, or as deemed necessary

The SLG Team reviews all submitted documentation and interfaces with the TycoIS legal team as necessary before approving a potential subcontractor. Once approved, all subcontractors are maintained on our Authorized Subcontractor Listing (ASL) and continually monitored for compliance. Insurance, licenses and other documentation must be renewed on an annual basis. Failure to renew will result in a subcontractor being de-activated and, if necessary, removed from any jobs in progress until they become compliant. Subcontractors who are identified as poor performers are also removed from the authorized listing.

TycoIS has established an internal website for the purpose of maintaining all documentation relative to the engagement and use of subcontractors, including the ASL, which is updated on a daily basis to ensure all information is up-to-date.

21) What term better describes your company: national or regional? Please explain.

Tyco Integrated Security LLC is best described as a national company, serving the entire United States and its territories from 126 Sales and Service Offices located strategically across the country.

22) Describe the methods that you use to monitor and conform to prevailing wage rate requirements throughout the U.S.

TycoIS maintains a Prevailing Wage database that tracks the current prevailing wage rates and classifications per City/County. This database also includes the effective date and next effective date, or expiration date, of the prevailing wage rates (wage determinations). The database is updated when the prevailing wage rates expire to reflect any changes to the prevailing wage base wage or fringe amounts to ensure employee pay and reporting compliance.

The prevailing wage system tracks rates and benefits by the various Federal (DBA, SCA), State, and City prevailing wage laws. The applicable work classification, rates and benefits will vary within the area depending on the law that we are addressing for each project.

23) What reporting methods will you use to provide NJPA details on the service provided to our member agencies?

As the incumbent holder of the NJPA awarded contract for security services, TycoIS already has a robust compliance and reporting program in place. Our NJPA Program Team includes a Compliance Administrator—Michelle Spears—who is responsible for gathering all required NJPA sales data, compiling quarterly sales reports in an NJPA-approved format, and ensuring correct payment of our NJPA Administration Fee. We will continue this activity under a new award.

24) What is your average response time for both routine and urgent agency requests?

Following the initial contact from an NJPA Member, the appropriate TycoIS sales representative will respond by telephone within 24 to 48 hours to schedule a site visit. The site visit will typically take place within five days, depending upon the Member's schedule. Once the representative has gathered all the required information, he or she will prepare a proposal, which is then reviewed by our NJPA Sales Support Specialist for compliance with NJPA terms and conditions. Depending upon the complexity of the proposed solution, this process may take up to two or three weeks. Simple projects will be much faster. If the Member indicates their request is urgent, the site visit and proposal response process can be accelerated.

Our typical response time for routine service requests is before "end of next business day." Faster response time is available at additional cost; our response time options are described in our answer to Question P-6 regarding service contracts.

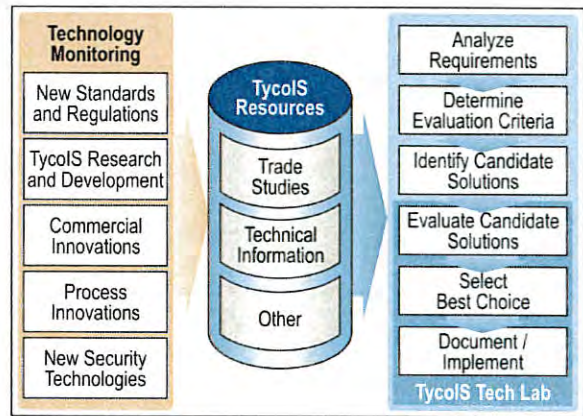
25) How do you remain ahead of current trends regarding products and technology?

Keeping abreast of rapidly changing physical security technology is challenging in a rapidly evolving area like electronic security. To meet this challenge, TycoIS is constantly analyzing new technologies and inserting these into our solutions as they become available and are quality tested. One example of how we address this is our U.S. Marshals Service program, in which TycoIS implements and tests new technology using industry-leading processes in our own Technology Lab. This includes technology monitoring, new product evaluation, technology reporting, and technology insertion. We will continue to follow this same process to meet the needs of NJPA Members as a part of this contract.

As the security industry continues its convergence with the IT industry, the range of security products, services, and technology available is growing at a substantial rate. TycoIS leverages our position as the industry leader to provide an ever-broadening array of security offerings through the NJPA contract. We will continue to work with multiple technology partners to ensure that a full range of state-of-the-art products and services is available to NJPA Members.

Keeping Product Offerings Current

Manufacturers face an influx of ever-changing technology, competitive challenges, and downward cost pressures—factors that converge to limit product life cycles. As a result, over time, components are periodically discontinued by the manufacturer or replaced with other parts or part numbers; or existing technologies are overtaken by newer technologies. We use a four-step process of technology monitoring, new product evaluation, technology reporting, and insertion of more efficient or effective commercially available technologies. The process employed by our team is built on the TycoIS technology insertion process, which relies on significant ongoing internal research and development investment. This resource is available to NJPA Members at no additional cost.



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Step	Process	Example
Step 1: Technology Monitoring	TycoIS System Engineers monitor technology by identifying all enhancements for products identified in the contract, products that are applicable to future needs, and research and development that may prove of substantial benefit. We perform analysis, identification, and prioritization of technology insertion opportunities, and identify technology opportunities addressed in the operational environment. Product replacements that represent significantly reduced acquisition and/or operational cost, or that offer measurable increases in productivity or security are given special consideration. Sources of technology include direct vendor contacts, trade studies, research of commercial and process innovations, and TycoIS Research and Development (R&D).	Through our relationship with a manufacturer's representative firm, TycoIS was introduced to a new type of high security alarm contact from Magnasphere called the HSS. The HSS was a completely new type of alarm contact and had inherent security features that made it much more secure than standard alarm contacts or even Balanced Magnetic Switch contacts.

Step 2: New Product Evaluation	As new products become commercially available, they are tested and evaluated for potential application within our systems modernization strategy. We use our Technology Lab to conduct in depth operational testing to ensure interoperability with existing system components, as well as compliance with all functional and standard requirements. Internally, the team discusses details of potential technology insertion opportunities and identifies objectives, schedules, recommended strategies for insertion, potential technical risks, and testing/standards requirements. As part of this evaluation process, TycoIS conducts a cost/benefit analysis and return on investment study to provide NJPA Members the greatest benefit from the use of their planned and existing funding.	We evaluated the HSS in-house through our engineering and product management teams to validate the claims made by the manufacturer. We also conducted market research to determine the level of interest from our existing customer base.
Step 3: Technology Reporting	Technology briefings are tailored to specific customer systems and conditions, and are prepared and presented on an ongoing basis. The briefing report includes technology improvements, including information on how new equipment enhances functionality and performance of previously fielded products. Information is supplied when a product identified through the technology monitoring process offers reduction in acquisition costs, increased productivity, improvement in ability to support customers, and greater ease of use.	We shared information regarding the new technology the HSS represented and its benefits to key customers and regulatory entities. We provided our findings and solicited customer feedback on the HSS and its probable applications within their security environment.
Step 4: Technology Insertion	If NJPA authorizes the addition of new or improved products through contract modifications, TycoIS implements the approved change in accordance with the procedures proposed (and approved) in the enhancement proposal. Most minor product improvements and additions are implemented by simply adding the new product to the contract. Major changes may be phased in over time through comprehensive TycoIS-developed implementation procedures. Our commitment to open architecture and industry standards ensures backward and forward compatibility of new products, as applicable.	We have standardized on the HSS for deployment in classified areas because it exceeds current regulations; and we offer it as an option for any higher level security application. The HSS “future proofs” the customer from potential regulation changes—and most importantly, it provides our customers the best possible security available on the market today.

26) Clearly describe your rate structure, and demonstrate how NJPA Members can effectively determine their cost for your proposed solutions.

Our quote response to any NJPA Member will detail all charges associated with providing the quoted turnkey solution, and will inherently identify the “Total Cost of Acquisition,” including a detailed line-

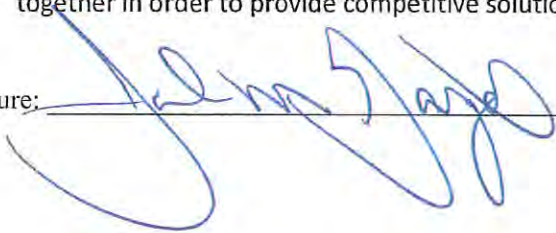
item breakdown of materials and labor; and if required, any subcontractor services, travel, extraordinary shipping, and any other charges that may be associated with the project.

27) How do you ensure that your prices are competitive?

At the procurement level, because of our strong position in the marketplace, TycoIS is able to negotiate significant volume pricing discounts with our many of our vendors. In addition, our parent company uses centralized procurement operations across all business units, which increases overall efficiency and improves cost structure for both materials and operational expenses. We also conduct extensive market research and benchmark our competitors when evaluating our pricing for preferred and annual services.

At the individual customer and project level, TycoIS's competitive pricing starts with developing the most appropriate solution. In this way, we avoid over-engineering, which often results in a non-competitive price when compared with more generic solutions. We are expert at this part of the business. In addition to designing the most impactful solution, working with customers as partners, we determine the total cost to the customer and help them evaluate the positive impact of loss mitigation to ensure a rapid payback as well as the resulting positive return on their investment in the security and life safety solutions we provide. Lastly, TycoIS offers a variety of funding options to ensure the customer's cash-flow and other budgetary requirements are met. TycoIS relies on the designated account manager working with a large support team to pull all of the elements of the right solution together in order to provide competitive solutions to our customers.

Signature: _____



Date: March 15, 2017

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 031517-TIS

Proposer's full legal name: Tyco Integrated Security LLC

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be June 30, 2017 and will expire on June 30, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:

Jeremy Schwartz
NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

Chad Coquette
NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette
(NAME PRINTED OR TYPED)

Awarded on June 29, 2017

NJPA Contract # 031517-TIS

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name TYCO INTEGRATED SECURITY

Authorized Signatory's Title DIRECTOR, SALES

Steve Leitz
VENDOR AUTHORIZED SIGNATURE

STEVE LEITZ
(NAME PRINTED OR TYPED)

Executed on JUNE 29, 2017

NJPA Contract # 031517-TIS



Form G

FACILITY SECURITY EQUIPMENT, SYSTEMS, AND SERVICES WITH RELATED EQUIPMENT AND SUPPLIES

Possible Points		API National Service Group	Cinch Systems INC	Convergent Technologies	Johnson Controls, Inc.	Life Safety Services, LLC	March Networks
Conformance to Terms/ Conditions to Include Documentation	50	36	31	41	43	40	40
Pricing	400	314	303	320	324	307	312
Financial, Industry and Bidder's Ability to Sell/ Bidder's Marketing Plan	75	61	43	61	67	50	57
Value Added Attributes	100	86	54	76	92	64	64
Warranty Coverages and Information	50	39	29	41	44	38	40
Selection and Variety of Products and Services Offered	75	51	45	54	65	47	52
Total Points	50	40	34	41	38	35	35
	200	117	107	148	170	99	112
	1,000	744	646	782	843	680	712
Rank Order		7	12	6	1	11	9

Possible Points		Siemens Industry, Inc.	SimplexGrinnell, LP	Stanley Convergent Security Solution Inc.	Star Asset Security, LLC	Status Solutions, LLC	Tyco Integrated Security LLC
Conformance to Terms/ Conditions to Include Documentation	50	42	43	42	41	36	43
Pricing	400	331	316	316	315	302	327
Financial, Industry and Marketplace Successes	75	60	66	66	54	54	66
Bidder's Ability to Sell/ Service Contract Nationally	100	90	91	88	65	69	90
Bidder's Marketing Plan	50	40	44	40	35	36	44
Value Added Attributes	75	58	60	57	49	49	59
Warranty Coverages and Information	50	40	42	36	34	34	43
Selection and Variety of Products and Services Offered	200	170	180	158	134	110	170
Total Points	1,000	831	842	803	727	690	842
Rank Order		4	2.5	5	8	10	2.5

Kim Austin
Kim Austin, NJPA

Jim Kane
Jim Kane, NJPA

Dan Listug
Dan Listug, JD, NJPA

Keith Hanson
Keith Hanson, CPA, NJPA

Tim Spitzley
Tim Spitzley, NJPA

Gregg Meierhofer
Gregg Meierhofer, CPPB, CPPO, NJPA



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: Richard Pallante, Maintenance Manager
Item: V-9
Subject: Approval to purchase of warehouse forklift

Background

Currently the Agency owns and operates two gasoline powered forklifts, one used in the warehouse and facility to move materials and the second used by Operations for the dumping of headworks bins. The current units are now 20 and 36 years old, respectively. The warehouse forklift was identified for replacement, as the use of a gasoline powered unit within the warehouse presents safety concerns.

Upon purchase of the new forklift, the current warehouse forklift will be transferred to Operations and the existing 36-year-old unit will be retired and auctioned as surplus.

Bids for procurement were not solicited as they are not required in accordance with Agency Ordinance No. 3-2015:

“Exceptions. Bidding will not be required for purchases in the following situations: ... (iii) the Material is to be purchased through or from the State of California or other federal, state or local government group sale program”

A quote of \$30,240.09 (excluding sales tax) has been provided by Holt of California, the local Cat sales representative for the National Joint Powers Alliance (NJPA/Sourcwell) program. Sales tax has not been included; however, the sales tax is calculated to be \$2,494.81. The estimated calculated total amount, with sales tax, is \$32,734.90.

The purchase of the warehouse forklift in the amount of \$35,000 was budgeted and approved in the 2020/2021 Annual Budget.

Fiscal Impact

\$32,734.90 (approximately)

Attachments

Holt of California Cat GP25N5 quote.
National Joint Powers Alliance (NJPA) sale program agreement.

Recommendation

Management and staff recommend approval to purchase the warehouse forklift with a not to exceed amount of \$35,000 to Holt of California.

Review Tracking

Submitted By: 
Richard Pallante
Maintenance Manager

Approved By: 
LaRue Griffin
General Manager

Sourcwell Quotation

HOLT
of California



3850 Channel Drive
West Sacramento, CA 95691
(916) 373-4100

PREPARED FOR

Customer: Tahoe Truckee Sanitation Agency
Address: 13720 Butterfield Dr
Truckee, CA 96161

REFERENCE

Effective From: Tuesday, July 7, 2020
Effective To: Thursday, August 6, 2020
Quote #: 490142
Account Manager: Mike Cottrell
Direct Phone: (530) 218-5593
E-mail: mcottrell@holtca.com

Holt of California Key Advantages

Proudly Serving the Valley for 85 Years!



GP25N5 - 5,000 lb. Capacity LP Pneumatic Tire Lift Truck

HIGHLIGHTS

Uncompromising Performance

- Powerful GK25 4 Cylinder Engine
 - Maximum Torque 129 ft-lb @ 1600 rpm
 - Maximum Horsepower 61 Hp @ 2700 rpm
 - Throttle by Wire Accelerator (no cable)
 - High Efficiency Aluminum Cylinder Heads
 - Individual High Energy Ignition Coils (no distributor)
 - Low vibration Dynamically Balanced
- Engine Protection System (EPS)
- Fuel saver mode reducing fuel consumption up to 14%
- Cyclone Air Filter
- High efficiency Aluminum Core Radiator
- Robust Powershift Automatic Transmission 1F/1R
- Transmission Oil Cooler
- Hydrostatic Power Steering
- Elevated Air Intake
- Maintenance Free Battery
- Premium long lasting Trelleborg Tires
- 500 Hour Service Intervals

Superior Operator Comfort

- Premium Full Suspension Grammer Seat
- Tilt Steering Column with Memory function
- Isolated (Rubber mounted) Key Components to reduce vibration
- Rubber floor mat
- Insulated Engine cover
- Convenience tray with clipboard holder
- Separate Brake and Inching Pedals
- Elongated Grab handle Bar
- Open Step with Anti Slip Plate
- Electronic Direction Control
- Premium tires with 3 layers construction for an extra comfortable ride

Added Operator Protection and Awareness

- LED work lights
- Premium LCD/LED Display





GP25N5 - 5,000 lb. Capacity LP Pneumatic Tire Lift Truck

- Presence Detection System (PDS)
- Dual Action Parking Brake Handle
- Ground speed control
- Password lock
- Anti-Restart Ignition Key Switch
- Transmission Return to Neutral for Start

KEY FEATURES & BENEFITS

EXCEPTIONAL PERFORMANCE	After years of expertise and leadership in material handling solutions, Cat® lift trucks engineered a game changing powertrain for exceptional performance in the toughest material handling conditions. The GK engine family is the industry’s most powerful and respected industrial engine family in its class. The engines delivers outstanding performance while maintaining the highest standards of durability and reliability. With a proven track record for quality and dependability, the rugged PowerShift transmission delivers a remarkable performance optimizing engine power and response.
OPERATOR COMFORT	A forklift’s productivity is not only measured by a strong powertrain, but also by its operator comfort and efficiency. This is why Cat® lift trucks designed an ergonomic operator compartment optimizing comfort, visibility and productivity for long and demanding shifts.
PRESENCE DETECTION SYSTEM	The Patented PDS system, standard on all Cat® lift trucks helps ensure that the operator is following the correct operating procedures. Once the operator leaves the seat and does not engage the park brake, the PDS will disengage the transmission and all hydraulic functions to the mast while activating an audible alarm and a flashing visual warning.
ENGINE PROTECTION SYSTEM	The EPS monitors the Engine Coolant Temperature, Transmission Oil Temperature and Engine Oil Pressure. The system issues a warning and cuts back on engine rpm when parameters go out of range. It also monitors the brake fluid level and warns when the level is too low. The EPS also issues periodic maintenance alerts by displaying them on the screen.
PREMIUM LED/LCD DISPLAY	The standard premium LED/LCD display is connected to the monitoring system alerting the operator if one of the systems is not in check. It includes a Speedometer, Hour Meter, Clock, Travel Direction, Low Fuel Indicator or Fuel Gage, Coolant Temperature, Battery Charging Status, Operator Passcode capability and other systems-related indicators & warnings.

CONFIGURATION

CHASSIS	1	5,000 lb. Capacity LP Pneumatic Tire Lift Truck
MAST	1	188.0" MFH / 84.5" OAL / 36.0" FFH Triplex
RATINGS & STANDARDS	1	EPA Compliant
RATINGS & STANDARDS	1	UL Approved
FORKS	1	1.6" X 3.9" X 48" Hook Type - Pallet
POWERTRAIN	1	GK25 2.5L 4 Cylinder Gas and LPG Engine
POWERTRAIN	1	Single Speed Powershift Transmission
CARRIAGE	1	39.5" Wide ITA Class II Hook Type Carriage
SIDESHIFTER	1	39.5" Wide ITA Class II Hang-On Sideshifter
DRIVE & STEER TIRES	1	Solid Pneumatic Single Drive And Steer Tires. Drive tires are 7x12; steer - 6X9
LOAD BACKREST	1	48" High Load Backrest
HYDRAULIC ACTIVATION	1	3-Section Valve
HYDRAULIC HOISING OPTIONS	1	Single Function Internal Hosing - Triplex Mast
TILT CYLINDERS	1	Standard Tilt Cylinders
OVERHEAD GUARD	1	Standard Overhead Guard
OVERHEAD GUARD COVER	1	Thermoformed Overhead Guard Cover
PRODUCTIVITY OPTIONS	1	Horizontal Tank Bracket
PRODUCTIVITY OPTIONS	1	Premium LCD/LED Display
PRODUCTIVITY OPTIONS	1	Engine Protection System
PRODUCTIVITY OPTIONS	1	Separate Brake & Inching Pedals
PRODUCTIVITY OPTIONS	1	Ground Speed Control
PRODUCTIVITY OPTIONS	1	Fuel Saver Mode
PRODUCTIVITY OPTIONS	1	Rear Grab Handle With Horn Button
PRODUCTIVITY OPTIONS	1	Steering Wheel Knob
SPECIAL APPLICATIONS OPTIONS	1	Aluminum Core Corrugated Fin Radiator
SPECIAL APPLICATIONS OPTIONS	1	Presence Detection System



GP25N5 - 5,000 lb. Capacity LP Pneumatic Tire Lift Truck

SPECIAL APPLICATIONS OPTIONS	1	Heavy Duty Counterweight Grill
WARNING / LIGHT OPTIONS	1	Two Forward LED Working Lights On OHG
WARNING / LIGHT OPTIONS	1	Electronic Back-up Alarm
WARNING / LIGHT OPTIONS	1	Rear LED Stop/Tail/Back-up Combination Lights
WARNING / LIGHT OPTIONS	1	Rear LED Working Light
WARNING / LIGHT OPTIONS	1	Amber Strobe Light - Mounted Below OHG
SEAT	1	Full Suspension Vinyl Seat
ACCESSORIES	1	Orange Seat Belt
ACCESSORIES	1	Rubber Floor Mat
ACCESSORIES	1	Operator Convenience Tray With Clipboard Holder
LP TANK	1	Steel LP Tank, Horizontal Fill - 43.5#
LANGUAGE MARKINGS	1	English Language Markings North/South America

GP25N5 INVESTMENT SUMMARY				
QTY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	ACCEPTED
1	CAT 5,000 lb. Capacity LP Pneumatic Tire Lift Truck	\$30,240.09	\$30,240.09	
SPECIFIED INVESTMENT TOTAL:			\$30,240.09	

GP25N5 WARRANTY

GP25N5 Standard Warranty - 12 Months, 2000 Hours Full Coverage; 24 Months, 4000 Hours Powertrain

The additional terms and conditions stated below are part of and incorporated in this agreement. This agreement shall not be considered enforceable until accepted by Holt and executed by its officer. Any individual signing this agreement represents and warrants that he/she is at least 18 years old and has the authority to bind customer to the terms of this agreement.

ACCEPTANCE AS CONTRACT OF SALE	
Authorized agent understands and agrees to the Terms and Conditions as included with this Quote	
Tahoe Truckee Sanitation Agency	Holt of California
_____ Authorized Agent Signature	_____ Authorized Agent Signature
_____ Date Signed	_____ Date Signed
_____ Printed name	Mike Cottrell _____ Printed name
_____ Title/Position	Senior Account Manager _____ Title/Position
_____ Customer Purchase Order Number	
<i>Please consult with your accountant, tax professional, or equivalent to confirm characterization of equipment and tax implications. Other financing options and terms may be available (including financing sales tax). Please consult with your product specialist representative for additional financing options.</i>	

1. PARTIES. This Sale Order/Quotation ("Agreement") is made by and between Holt of California or Holt Rental Services dba The CAT Rental Store as seller ("Holt") and Customer described on the front of this Agreement as buyer and is effective when signed by Holt and Customer. This Agreement may be executed and delivered by facsimile
2. SALE OF GOODS. Seller shall transfer and deliver to Customer, and Customer shall pay for and accept, the material and equipment described on the front of this Agreement ("Goods"). The time of delivery of the Goods shall be on or about the Estimated Delivery Date, provided that Holt may change the Estimated Delivery Date without Customer's consent, and Holt shall not be liable for delays in delivery of the Goods. The place of delivery shall be Holt's place of business. Risk of loss shall pass to Customer upon delivery of the Goods to Customer or to Customer's shipper. Customer shall pay for the Goods upon tender of the delivery of the Goods by Holt.
3. INSPECTION. Customer shall have the right to inspect the Goods at the time and place of delivery before paying for or accepting them. Upon Customer's acceptance of the Goods, Customer shall be conclusively presumed to be satisfied with the condition and conformance of the Goods.
4. WAIVER/AMENDMENTS. The failure by Holt to enforce any provision hereof shall not constitute a waiver by Holt of such provisions, nor of any subsequent breach of the same, nor of any other provision hereof. This Agreement constitutes the entire agreement between the parties, and supersedes all prior and contemporaneous agreements or understandings of the parties. No amendment shall be binding unless in writing and signed by the parties. No party has been

induced to enter into this Agreement by, nor is any party relying on, any representation or warranty outside those expressly set forth in this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. No agent, employee or representative of Holt has the authority to bind Holt to any representation or warranty regarding the Goods that is not contained in this Agreement.

5. **LIMITATION OF ACTIONS.** Any action for breach of this Agreement must be commenced within one year after the facts giving rise to the cause of action.

6. **ASSIGNMENT.** This Agreement may be assigned by Holt to a third party without the prior consent of Customer.

7. **ATTORNEY'S FEES.** In any litigation, arbitration or other proceeding by which one party seeks to enforce its rights under this Agreement (whether in contract, tort, or both), the prevailing party shall be awarded reasonable attorney's fees, costs, and expert witness fees.

8. **VENUE.** Any dispute that arises between the parties shall be resolved in the Superior Court of California, County of Sacramento, located in Sacramento, California.

9. **CALIFORNIA LAW.** This Agreement, and any dispute between the parties, shall be governed by California law. If any provision of this Agreement is held to be invalid in whole or in part, the validity of the remaining provisions shall not be affected.

10. **INDEMNITY.** Customer shall take all necessary precautions regarding the Goods and protect all persons and property from injury or damage. CUSTOMER SHALL INDEMNIFY AND HOLD HOLT FREE AND HARMLESS AGAINST ANY AND ALL CLAIMS, LOSS, DAMAGE, LIABILITY, EXPENSE (INCLUDING ATTORNEY'S FEES) AND PENALTY OF ANY KIND OR NATURE WHATSOEVER, INCLUDING WITHOUT LIMITATION INJURIES OR DEATH TO PERSONS AND DAMAGE TO PROPERTY ARISING OUT OF THE USE, MAINTENANCE, OPERATION, STORAGE, INSTRUCTION, DELAY (INCLUDING ANY DELAY IN OR FAILURE OF DELIVERY), SELECTION, PURCHASE, ACCEPTANCE OR REJECTION, OWNERSHIP, CONDITION, REPAIR OR POSSESSION OF THE GOODS OR ITS HANDLING OR TRANSPORTATION EXCEPT CLAIMS ARISING THROUGH THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF HOLT, WHETHER ATTRIBUTABLE TO A DEFECT IN THE GOODS, THE MATERIAL USED THEREIN OR THE DESIGN, MANUFACTURE OR TESTING OF THE GOODS, REGARDLESS OF WHETHER ANY SUCH DEFECT IS DISCOVERED, OR WHETHER THE GOODS ARE IN POSSESSION OF CUSTOMER OR THE LOCATION OF THE GOODS. CUSTOMER IS FULLY AWARE AND ACKNOWLEDGES THERE IS A RISK OF INJURY OR DAMAGE ARISING OUT OF THE USE OR OPERATION OF THE GOODS AND HEREBY ELECTS TO VOLUNTARILY ASSUME ALL OF THE ABOVE RISKS OF INJURY OR DAMAGE. CUSTOMER AGREES TO RELEASE AND DISCHARGE HOLT FROM ANY AND ALL RESPONSIBILITY OR LIABILITY FROM SUCH INJURY OR DAMAGE ARISING OUT OF THE USE OR OPERATION OF THE GOODS; AND CUSTOMER FURTHER AGREES TO WAIVE, RELEASE AND DISCHARGE ANY AND ALL CLAIMS FOR INJURY OR DAMAGE AGAINST HOLT WHICH CUSTOMER OTHERWISE MAY BE ENTITLED TO ASSERT.

11. **DISCLAIMER OF WARRANTIES/WAIVER OF DAMAGES.** EXCEPT AS OTHERWISE PROVIDED IN WRITING, NO WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE OR HAVE BEEN MADE OR AUTHORIZED BY HOLT WITH RESPECT TO THE GOODS AND ALL SUCH WARRANTIES ARE EXPRESSLY DISCLAIMED BY HOLT. THE GOODS SOLD UNDER THIS AGREEMENT ARE PURCHASED BY CUSTOMER "AS IS" AND HOLT DOES NOT WARRANT THAT THEY ARE OF MERCHANTABILITY QUALITY OR THAT THEY CAN BE USED FOR ANY PARTICULAR PURPOSE. CUSTOMER ACKNOWLEDGES THAT IF THERE IS A WARRANTY FOR THE GOODS, IT IS PROVIDED BY THE MANUFACTURER AND NOT BY HOLT. Customer acknowledges that it has selected the Goods on the basis of its own judgment and expressly disclaims any reliance upon any statements or representation made by Holt. Holt shall not be responsible to Customer for loss of use of Goods, loss of profits, or any other consequential damages. Holt shall not be liable for failure to deliver the Goods, or for any damages resulting from the selection, installation, operation or use of the Goods. Holt's liability regarding the Goods and/or this Agreement for any damages, whether arising in contract, tort, or otherwise, shall be limited to the aggregate price of the Goods paid as of the date of the claim giving rise to the alleged damages.

12. **SECURITY INTEREST.** Customer hereby grants Holt a security interest in the Goods, including any attachments, accessions, and proceeds, to secure payment of the sales price and performance of Customer's obligations under this Agreement. Customer authorizes Holt to file such forms and documents as reasonably required by Holt to perfect its security interest, including but not limited to a UCC-1 financing statement with the California Secretary of State's Office. Holt shall have all of the rights of a secured party pursuant to the California Commercial Code until the Goods are paid in full.

13. **BILL OF SALE FOR PROPERTY TAKEN IN TRADE.** For value received, Customer grants, sells, transfers and delivers to Holt the trade in equipment ("Equipment") described on the agreement. Customer hereby certifies that the Equipment is owned by customer, and there is no lien, claim, debt, mortgage or encumbrance of any kind, nature or description against the Equipment. Customer shall assume all risk of loss and/or damage to the Equipment, beyond normal wear, until it is delivered to Holt, and Holt shall not be obligated to take the Equipment in trade unless and until Holt accepts physical delivery of the Equipment.

14. **ACCESS TO EQUIPMENT DATA** In the event this machine is equipped with a GPS information system, I understand data concerning this machine, its conditions, and its operation is being transmitted to equipment manufacturers including but not limited to Caterpillar, Inc, its affiliates (Caterpillar) and /or its dealers to better serve me and to improve upon products and services. The information transmitted may include: machine serial number, machine location and operational data including but not limited to : fault codes, emissions data, fuel usage, service meter hours , software and hardware version numbers, and installed attachments. Caterpillar will not sell or rent collected information to any other third parts and will exercise reasonable efforts to keep the information secure. Caterpillar Inc. recognizes and respects customer privacy. I agree to allow this data to be accessed by Caterpillar and / or its dealers. For Caterpillar's data policy go to www.cat.com/en_US/support/operations/fleet-management-solutions/product-link/caterpillar-telematicsdataprivacystatement.html

Form C

**EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS,
AND SOLUTIONS REQUEST**



Company Name: Mitsubishi Caterpillar Forklift America

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
Section 3.F. – 3.3.5/pg. 10	Warranty: The Proposer warrants that all products, equipment, supplies, and services delivered under this Contract shall be covered by the industry standard or better warranty.	Warranty: The Proposer warrants that all products, equipment, supplies, and services delivered under this Contract shall be covered by the industry standard or better <u>in accordance with Proposer's Warranty Certificate submitted and incorporated as part of Vendor's proposal.</u>	Accepted.
Section 3.F. – 3.3.6/pg. 10	Additional Warrants: In addition, Proposer/Vendor warrants the products/equipment and related services are suitable for and will perform in accordance with the ordinary use for which they are intended.	Additional Warrants: In addition, Proposer/Vendor warrants the products/equipment and related services are suitable for and will perform in accordance with the ordinary use for which they are intended.	Accepted.
Section 5.L. – 5.51/pg. 17	Delivered products must be properly packaged. Damaged products may be rejected. If the damage is not readily apparent at the time of delivery, the Vendor must permit the products to be returned within a reasonable time at no cost to NJPA or NJPA Member.	Delivered products must be properly packaged. <u>Except as provided for herein,</u> damaged products may be rejected. If the damage is not readily apparent at the time of delivery, the Vendor must permit the products to be returned within a reasonable time <u>five (5) business days of NJPA's or NJPA Member's determination of any damage at no cost to NJPA or NJPA Member; provided that, Vendor is unable to timely repair or replace the damaged product.</u>	Accepted.
Section 5.L. – 5.54/pg. 18	Throughout the term of the Contract, Proposer agrees to pay for return shipment on products that arrive in a defective or inoperable condition. Proposer must arrange for the return shipment of the damaged products.	5.54 Throughout the term of the Contract, Proposer agrees to pay for return shipment on products that arrive in a defective or inoperable condition; <u>provided that, the NJPA Member has timely inspected and notified</u> Proposer must arrange for the return shipment of the damaged products in accordance with Section 5.51 of any defects or inoperable conditions.	Accepted.
Section 6.H. – 6.27/pg. 23	Nothing in this Contract restricts the Member and Vendor from agreeing to add terms or conditions to a purchase order or a separate contract provided that such terms or conditions must not be less favorable to NJPA's Members.	...must not be less favorable to NJPA's Members. <u>Notwithstanding the foregoing, in no event will Vendor be obligated to accept and fulfill a purchase order for the submitting NJPA Member that materially deviates from the terms and conditions set forth in this Contract.</u>	See below.

LEGAL
 Initials
 12/9/16
 Date

Section 7.A. Post-Award Operating Issues – 7.5/pg. 25	Performance Bond: Each Member has the final decision on purchase order continuation.	Each Member has the final decision on purchase order continuation <u>with respect to a lack of a required performance bond.</u>	Accepted.
Section 7.H. Contract Termination for Cause and Without Cause – 7.13/pg. 26	NJPA reserves the right to cancel all or any part of this Contract if the Vendor fails to fulfill any material obligation, term, or condition as described in the following procedure. Before any such termination for cause, the NJPA will provide written notice to the Vendor, an opportunity to respond, and a reasonable opportunity to cure the breach. The following are some examples of material breaches.	NJPA reserves the right to cancel all or any part of this Contract <u>for cause</u> if the Vendor fails <u>materially breaches this Contract for failing</u> to fulfill any material obligation, term, or condition as described in the following procedure. Before any such termination for cause, the NJPA will provide written notice to the Vendor, an opportunity to respond, and a reasonable opportunity <u>minimum of fourteen (14) days</u> (“Cure Period”) to cure the <u>material</u> breach. The following are some examples of material breaches.	Accepted with a 10 business day cure period.
Section 7.H. Contract Termination for Cause and Without Cause – 7.14/pg. 27	Upon receipt of the written notice of breach, the Vendor will have ten (10) business days to provide a satisfactory response to NJPA. If the Vendor fails to reasonably address all issues in the written notice, NJPA may terminate the Contract immediately.	Upon receipt of the written notice of <u>the material</u> breach, the Vendor will have ten (10) business days to provide a satisfactory response to NJPA <u>respond to the notice of breach with Vendor’s proposed remediation or course of action.</u> If the Vendor fails to reasonably address all issues in the written notice <u>within the Cure Period</u> , NJPA may terminate the Contract immediately.	Accepted.
Section 7.H. – 7.19 (new section)	N/A	<u>7.19 Notwithstanding anything to the contrary herein, in no event will termination of this Contract by NJPA or the applicable NJPA Member negatively affect, diminish or modify any in-progress or existing purchase orders of Vendor solely as it relates to customized or non-standard Products.</u>	Accepted.
Section 8.B. General Terms and Conditions – Applicable Law – 8.11 (new section)	N/A	<u>No Liability for Consequential or Indirect Damages: NEITHER PARTY, NOR ITS REPRESENTATIVES, WILL BE LIABLE FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, PUNITIVE, LOST PROFITS OR REVENUES, ARISING OUT OF RELATING TO ANY BREACH UNDER THIS CONTRACT, WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED IN ADVANCE BY THE AFFECTED PARTY OR COULD HAVE BEEN REASONABLY FORESEEN BY THE NON-AFFECTED PARTY REGARDLESS OF THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT OR OTHERWISE) UPON WHICH THE CLAIM IS BASED.</u>	Accepted.
Section 8.C. General Terms and Conditions – Assignment of Contract – 8.11/pg. 28	No right or interest in this Contract may be assigned or transferred by the Vendor without prior written permission by the NJPA.	No right or interest in this Contract may be assigned or transferred by the Vendor without prior written permission by the NJPA <u>which shall not be unreasonably withheld, delayed or conditioned.</u>	Accepted.
Section 8.C. General Terms and Conditions –Assignment of	NJPA reserves the right to reject the acquiring entity as a Vendor.	NJPA reserves the right to reject the acquiring entity as a Vendor <u>if such acquiring entity fails to meet NJPA’s creditworthiness standards.</u>	Rejected.

6.27: Neither NJPA, NJPA Members or Vendor may propose terms which materially deviate from the terms and conditions of the Contract.



Contract Award
RFP #101816

FORM D



Formal Offering of Proposal
(To be completed only by the Proposer)

FORKLIFTS, LIFT TRUCKS, AND RELATED MATERIAL HANDLING EQUIPMENT, ATTACHMENTS,
ACCESSORIES, AND SERVICES

In compliance with the Request for Proposal (RFP) for FORKLIFTS, LIFT TRUCKS, AND RELATED MATERIAL HANDLING EQUIPMENT, ATTACHMENTS, ACCESSORIES, AND SERVICES, the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: Mitsubishi Caterpillar Forklift Date: 10-31-2016

Company Address: 2121 West Sam Houston Parkway North

City: Houston State: TX Zip: 77043

Contact Person: James Gully Title: General Manager

Authorized Signature:  (Name printed or typed)

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 101816-MCF

Proposer's full legal name: Mitsubishi Caterpillar America Forklift Inc. (MCFA)

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be December 15, 2016 and will expire on December 15, 2020 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:



NJPA DIRECTOR OF COOPERATIVE CONTRACTS
AND PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)



NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coquette
(NAME PRINTED OR TYPED)

Awarded on December 15, 2016

NJPA Contract # 101816-MCF

Vendor Authorized Signatures:


The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name Mitsubishi Caterpillar Forklift America Inc.

Authorized Signatory's Title Director of Sales



VENDOR AUTHORIZED SIGNATURE



(NAME PRINTED OR TYPED)

Executed on 14th Dec, 2016

NJPA Contract # 101816-MCF

PROPOSER ASSURANCE OF COMPLIANCE



Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.
2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.
3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.
4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.
5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.
6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: Mitsubishi Caterpillar Forklifts America

Address: 2121 West Sam Houston Parkway North

City/State/Zip: Houston, TX 77043

Telephone Number: 713-365-1000

E-mail Address: _____

Authorized Signature: James Bully

Authorized Name (printed): James Bully

Title: General Manager

Date: 10-31-2014

Notarized

Subscribed and sworn to before me this _____ day of _____, 20_____

Notary Public in and for the County of _____ State of _____

My commission expires: _____

Signature: _____



PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: Mitsubishi Caterpillar Forklift America (MCFA)

Questionnaire completed by: Steven Rogers and Victor Salcedo

Payment Terms and Financing Options

- 1) What are your payment terms (e.g., net 10, net 30)? Net 30 days
- 2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?.

Yes, through our financing partner DLL Commercial Finance. They will conduct a financial assessment and, based on the results, will provide appropriate financing options.

- 3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

Your assigned Dealer and Dealer Representative (Dealer Rep) will work with the local NJPA customer to conduct an application survey to determine the proper material handling equipment for the facility. Your Dealer Rep will prepare a quote for NJPA's customer utilizing our CRM system, which is used to manage all of our quoting and quote-to-order activity. All quotes accepted by the customer will electronically convert from our CRM system into our Manufacturing ERP system as initiated by your Dealer Rep. This step will include final verification of all specs within the quote with prior to placing the order on the factory. NJPA's customer will also have an assigned MCFA Account Coordinator (AC) who will ascertain the factory order acknowledgement and associated Committed Ship Date (CSD) from our factory and communicate this information back to you and the Dealer rep as well.

- 4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

Because the equipment will be purchased through our MCFA dealers, we will defer this question to our independent dealers. Each dealer has various financing options, but these options vary.

Warranty

- 5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.

- Do your warranties cover all products, parts, and labor?

Warranty statements are available online at www.mcfadealers.com and also attached to this file. MCFA will reimburse the servicing dealer for reasonable labor performed in fulfilling MCFA warranty obligations during the period specified in the warranty statement. New lift trucks purchased by the user are covered by MCFA warranty.

The warranty period is a single total period, and the warranty commitment is fulfilled by making repairs or replacements within that period. The standard lift truck warranty period for new MCFA product is outlined in the appropriate warranty statement for each model or brand. The warranty period starts with the warranty start date as indicated on the delivery report. MCFA warrants that each new lift truck sold by MCFA shall be free from defects in material and workmanship.

- Do your warranties impose usage restrictions or other limitations that adversely affect coverage?

Complete warranty statement attached. In general this warranty requires proper and timely maintenance and periodic inspections of the lift truck as indicated in the operator's manual furnished with the lift truck.

- Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?

Yes, 1.5 hour travel time for U.S. and Canadian customers.

- Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs?

MCFA has dealers and certified technicians throughout North America. In very remote locations, there may be local arrangements regarding partnership with another dealer, etc. MCFA can be contacted for more clarification on a case-by-case basis.

- Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?

MCFA is the manufacturer.

- 6) Describe any service contract options for the items included in your proposal.

There are various service contracts available from our MCFA dealers. Because rates vary by region, it would be best for the NJPA member to contact their local MCFA dealer for more details.

Pricing, Delivery, Audits, and Administrative Fee

- 7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

MCFA can nationally and globally offer NJPA the broadest line of material handling equipment across all five ITA classes of product under the Cat lift truck, Mitsubishi forklift and Jungheinrich brands of equipment. In addition to traditional forklift equipment, we also manufacture and globally provide multiple types of automated guided vehicles for a wide array of applications within manufacturing and distribution operations.

- 8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

Pricing addendum attached.

- 9) Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.

Pricing addendum attached.

- 10) The pricing offered in this proposal is

- a. the same as the Proposer typically offers to an individual municipality, university, or school district.
- b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.
- d. other than what the Proposer typically offers (please describe).

11) Describe any quantity or volume discounts or rebate programs that you offer.

High volume discounts (10+ units) may be available as a joint offer between MCFA and our MCFA dealer. Because the price range of our products vary so greatly, we will discuss each opportunity with our MCFA dealer on a case-by-case basis.

12) Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.

MCFA can offer Custom Shop Modification (CSM) options on most of our products. Because the range of custom options are so many, and because some customers have very specific requirements, we handle such requests on a case-by-case basis through our MCFA dealers. Our dealer will submit a request to confirm that the item can be installed on the truck without issue. After that, a quote will be generated based on the amount of engineering, labor, materials, and other factors needed to cover such costs plus a small business markup of the item(s) being quoted.

13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

Factory freight, local transportation, and dealer preparation are not included in these costs, as these costs vary by distance, regional labor costs, etc. Please

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

A MCFA flat rate pricing matrix is included for your review.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

MCFA uses a flat rate matrix based on region and forklift capacity.

16) Describe any unique distribution and/or delivery methods or options offered in your proposal.

(None)

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

MCFA will be monitoring sales to NJPA members via a regular internal audit process. Dealers will utilize a code that will enable them to sell the unit with special discounting to the NJPA member. On a monthly basis MCFA will conduct the audit within our system to identify these sales. The revenue of these sales will be provided to NJPA per the contract (quarterly basis), and paid in a timely manner according to the contract terms.

18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor’s sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member’s cost of goods. (See RFP Section 6.29 and following for details.)

1.5% of equipment unit sales revenue (excluding freight, taxes, or other non-revenue fees) of the first 50 units sold through the program. After 50 units, we will increase the amount to 2% of equipment units sales revenue (excluding

freight, taxes, and other non-revenue fees). This graduated percentage is an incentive for all parties to promote and make the program a success ahead of the next term contract opportunity.

Industry-Specific Questions

19) What is your US market share for the solutions you are proposing in this response? What is your Canadian market share, if any?

MCFA's market share is 12% to 15% in North America including Canada.

20) What is the average operating cost per hour of an electric truck operating inside a warehouse?

Average cost is \$1.10 per hour

21) What is the average operating cost per hour of an engine-powered truck operating in an outside yard setting?

Average cost is \$1.75 per hour

22) Do you provide preventive, periodic or full maintenance plans/programs for the solutions you are proposing in this response? If so, provide a recommended service & maintenance agreement for a periodic/preventive and/or full maintenance plan. What are recommended service intervals?

Maintenance services available include: Time and Material, Planned Maintenance Basic (flat rate labor only), Planned Maintenance Comprehensive (one amount to include labor, materials and environmental fees), Full Maintenance (all planned and un-planned maintenance less avoidable damage, tires, forks and seats), Complete Maintenance (all planned and un-planned maintenance including avoidable damage, tires, forks and seats less sentinel and persistent events) , These programs are executed via MCFA's dealer network supplying consistent performance to every customer location. Our products have a 500 hour recommended service interval.

23) Identify any additional costs not included in the cost of the equipment, such as pre-delivery or installation inspections.

Pre-delivery and installation is not included in the price as these costs vary by regional labor costs. Pre-delivery cost (with no truck modifications made after being built at our factory) is usually a nominal fee and usually does not exceed 2% of equipment cost.

For installation costs, some of our more sophisticated (but extremely efficient and productive) warehouse models may require specialized site survey(s), guidance-related installations, etc. Facility floor condition may also be a factor that can affect cost. The local MCFA dealer can explain more about how these costs may relate to a particular model being quoted.

24) Describe any training and/or certification programs related to this proposal, such as OSHA training, safety training, or technician certification.

The MCFA dealer network has over 7,500 trained service technicians and are measured on their ability to maintain a 90% or better first time fix on service calls. MCFA's Service technicians are required to complete 12 hours of service training on our e-Learning Management System [this is tracked] prior to any instructor led classes.

Depending upon the product [IC/Electric/Both], they are required to pass [2] 3-4 day instructor led classes to reach the basic level. Once the basic level is attained, there are [3] levels of certification which require an addition 2-3 instructor led classes. Once certified, they are required to complete X hours [depending upon product/skill level] on eLMS system as well as a minimum as X instructor led classes [depending upon product/skill level] annually to maintain the certification.

25) Is your warranty program handled directly, or does it require a pass through to another manufacturer?

Directly.

26) What is your parts order fill rate?

MCFA maintains a 98% fill rate on emergency orders and the majority of our dealers maintain parts fill from inventory in the 90-95% completion.

Signature:

A handwritten signature in blue ink, consisting of several fluid, overlapping strokes that are difficult to decipher as specific letters.

Date: 10/31/2016



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-1
Subject: Department Reports

Background

Department reports for previous and current month(s).

Fiscal Impact

None.

Attachments

1. Operations Department Report.
2. Maintenance Department Report.
3. Engineering Department Report.
4. Information Technology (IT) Department Report.
5. Administrative Department Report.

Recommendation

No action required.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY OPERATIONS DEPARTMENT REPORT

Date: August 19, 2020
To: Board of Directors
From: Michael Peak, Operations Department Manager
Subject: Operations Department Report

Compliance Report:

- All plant waste discharge requirements were met for the month except for a single final effluent turbidity result. On July 11, 2020, the final effluent turbidity was recorded at 11.2 NTU and the daily allowable maximum is 10.0 NTU. The violation was reported to the Regional Water Quality Control Board (Lahontan Region). It should be noted the violation in turbidity is attributed to staff error rather than treatment process error as a valve on the sampling sink piping manifold was found to be closed when it is typically open. When the valve is closed, it creates a buildup of sediment which is siphoned by the automatic composite sampler used to collect the turbidity sample, which is what is assumed to have occurred. To confirm the assumption, the continuous turbidity meter at the same sampling sink location was used as a reference and calculated a 1.73 NTU average for the day, which is typical of past days. To prevent further similar violations, daily checks to operations round sheets and SOPs have been amended to include a check on piping manifold valving at sampling sinks.
- Although not a reportable violation, but a testing requirement, of the Agency WDR permit, it was discovered that one (1) of the required five (5) monthly effluent alkalinity tests was not performed by the laboratory staff in June and the Regional Water Quality Control Board (Lahontan Region) has been made aware of the testing oversight.

Operations Report:

- Overall, the plant performed well through the month.
- Worked in conjunction with engineering and maintenance departments to complete a variety of scheduled plant projects.
- Operators continue to train with lab Chemists for weekend laboratory testing.

Laboratory Report:

- Per ELAP requirements, Kristin Davis was appointed as the Laboratory Director.
- Staff performed necessary laboratory testing per WDR requirements and operational needs for the month of July.

Work Orders:

- Completed this month: 3
- Pending: 4


Plant Data:

Influent Flow Description	MG
Monthly average daily ⁽¹⁾	4.18
Monthly maximum instantaneous ⁽¹⁾	7.51
Maximum 7- day average	4.62

Effluent Limitation Description ⁽²⁾	WDR Monthly Average		WDR Daily Maximum	
	<i>Recorded</i>	<i>Limit</i>	<i>Recorded</i>	<i>Limit</i>
Suspended Solids (mg/l)	3.5	10.0	5.8	20.0
Turbidity (NTU)	NA	NA	11.2	10.0
Total Phosphorus (mg/l)	0.50	0.80	0.72	1.50
Chemical Oxygen Demand (mg/l)	43	45	47	60

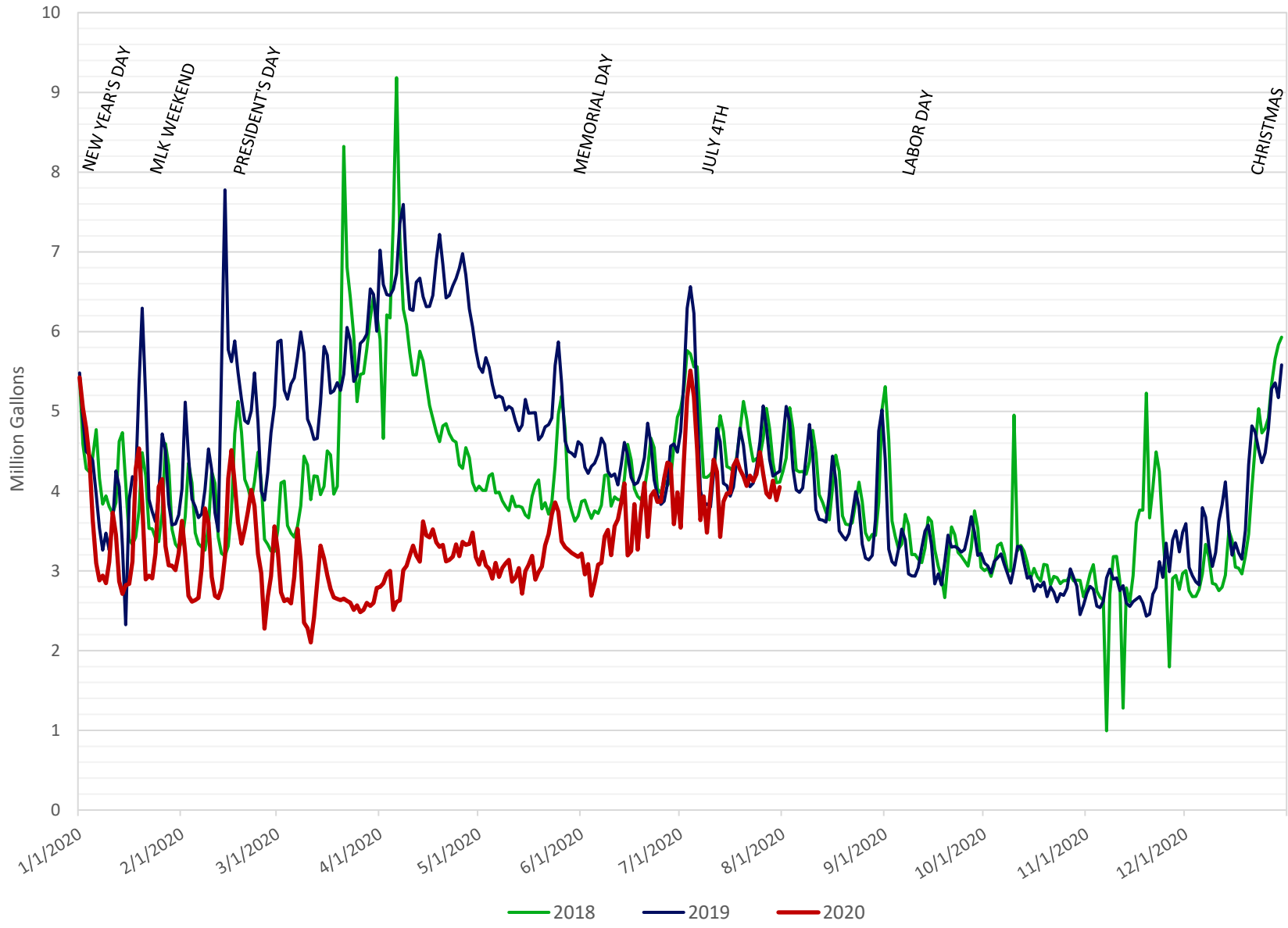
- Notes: 1. Flows are depicted in the attached graph.
 2. Effluent table data per WDR reportable frequency. Attached graphs depict all recorded data

Review Tracking:

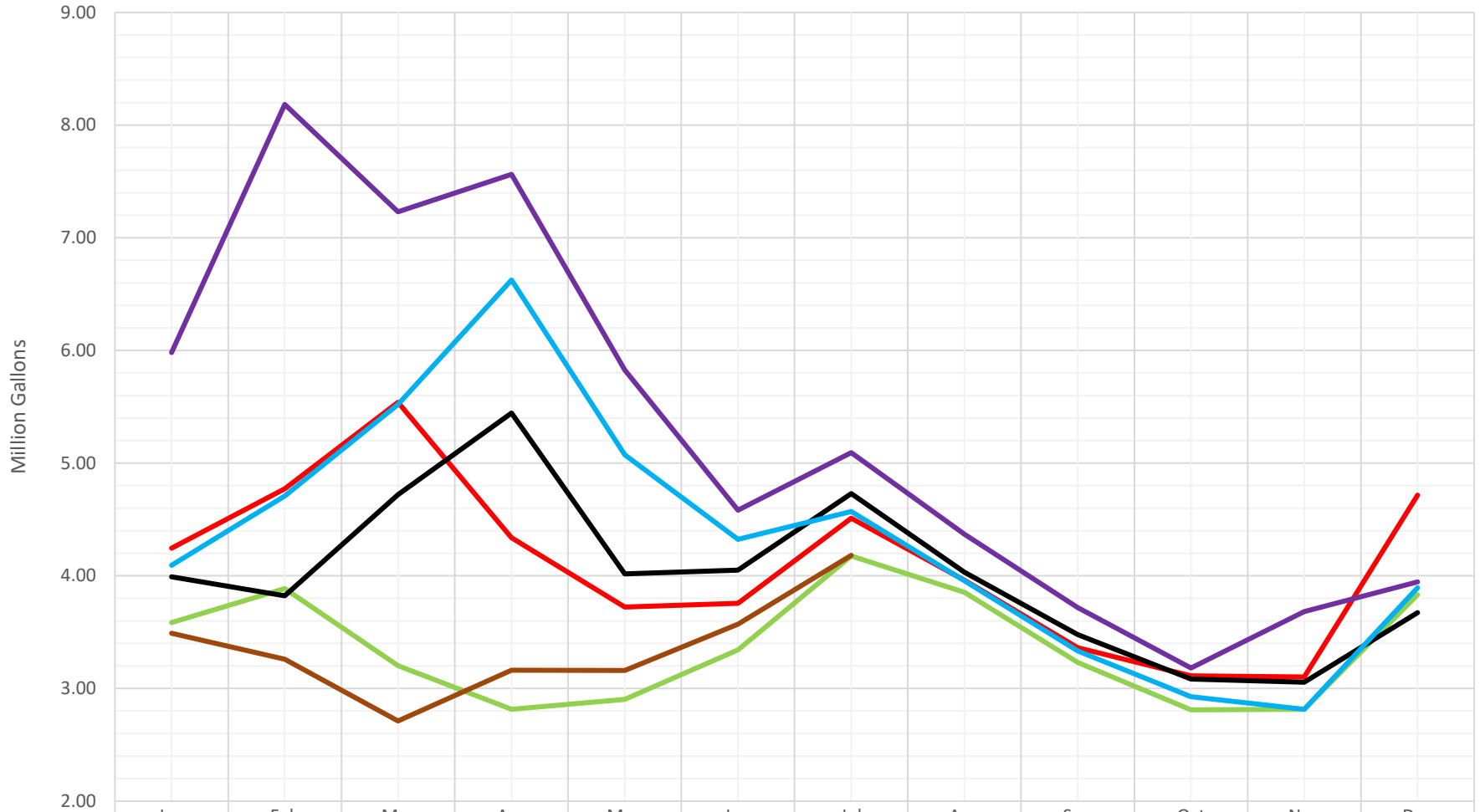
Submitted By: 
Michael Peak
Operations Manager

Approved By: 
LaRue Griffin
General Manager

T-TSA Daily Influent Flow

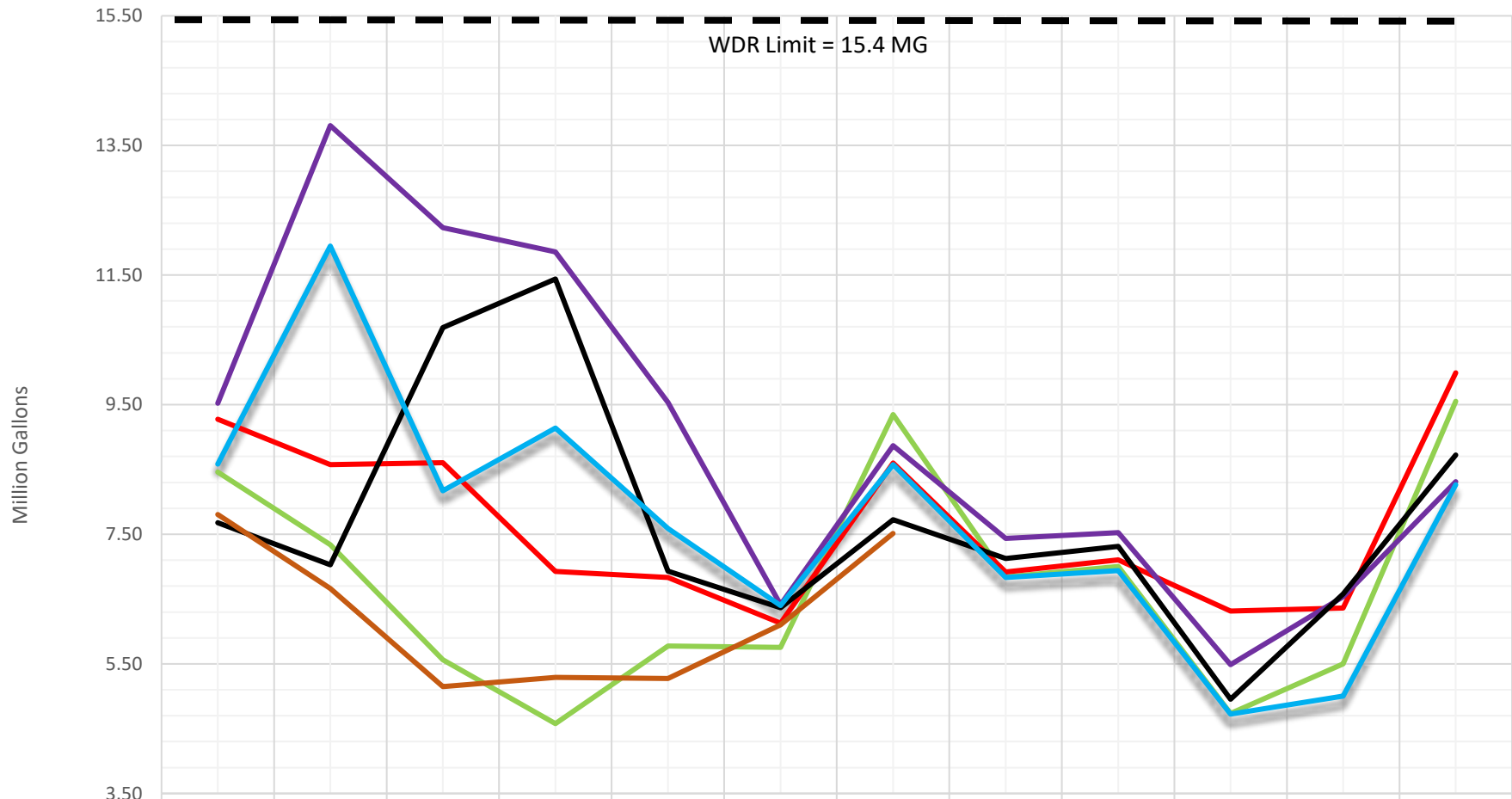


Monthly Average Daily Flow (Influent)



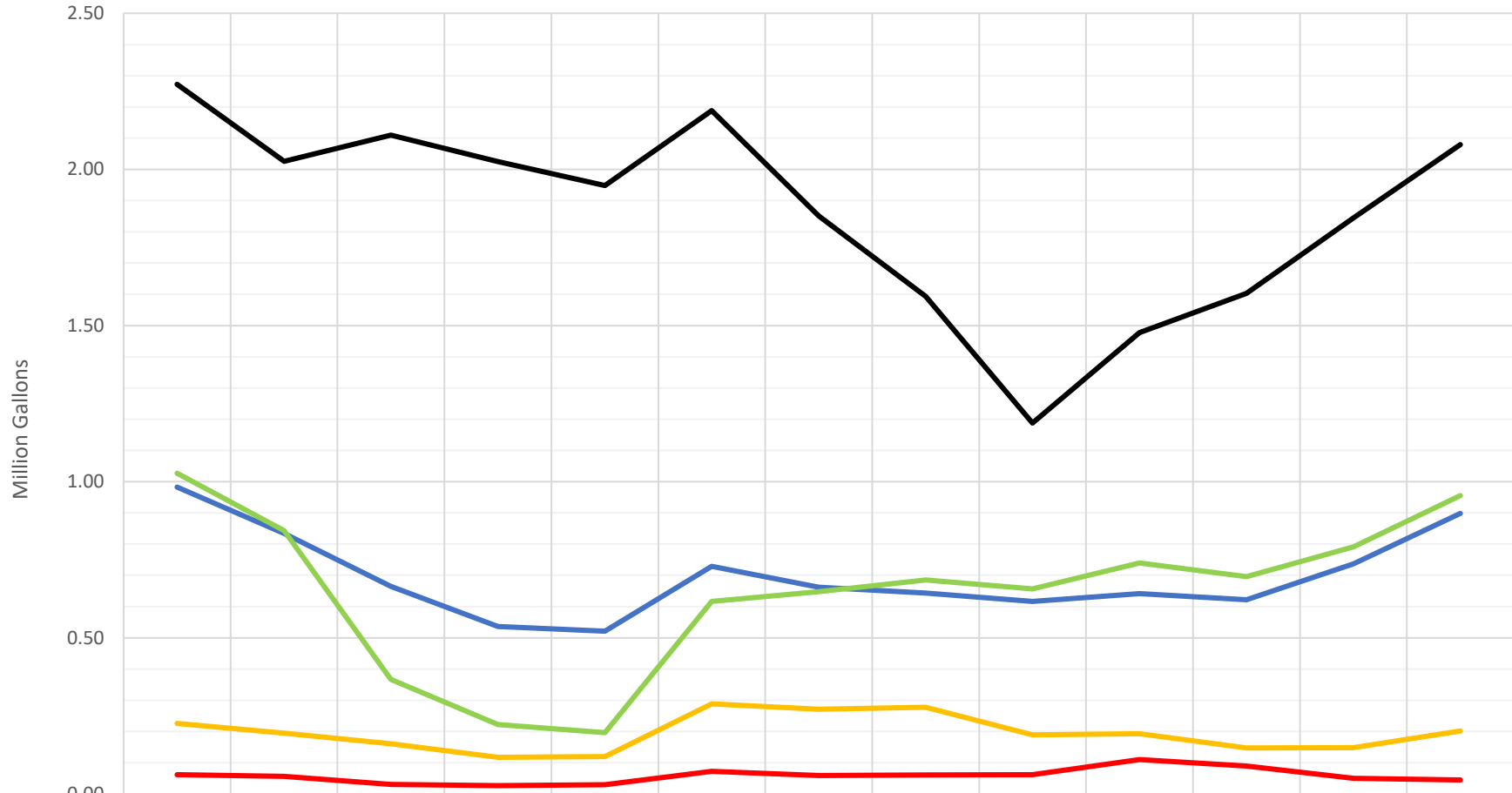
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	3.58	3.89	3.20	2.82	2.90	3.34	4.18	3.85	3.23	2.81	2.81	3.83
2016	4.24	4.77	5.54	4.34	3.72	3.76	4.51	3.96	3.36	3.11	3.10	4.72
2017	5.98	8.18	7.23	7.56	5.83	4.58	5.09	4.37	3.72	3.18	3.68	3.95
2018	3.99	3.82	4.72	5.44	4.02	4.05	4.73	4.03	3.48	3.08	3.06	3.67
2019	4.09	4.71	5.52	6.63	5.07	4.32	4.57	3.96	3.33	2.93	2.81	3.89
2020	3.49	3.26	2.71	3.16	3.16	3.57	4.18					

Monthly Maximum Instantaneous Flow (Influent)



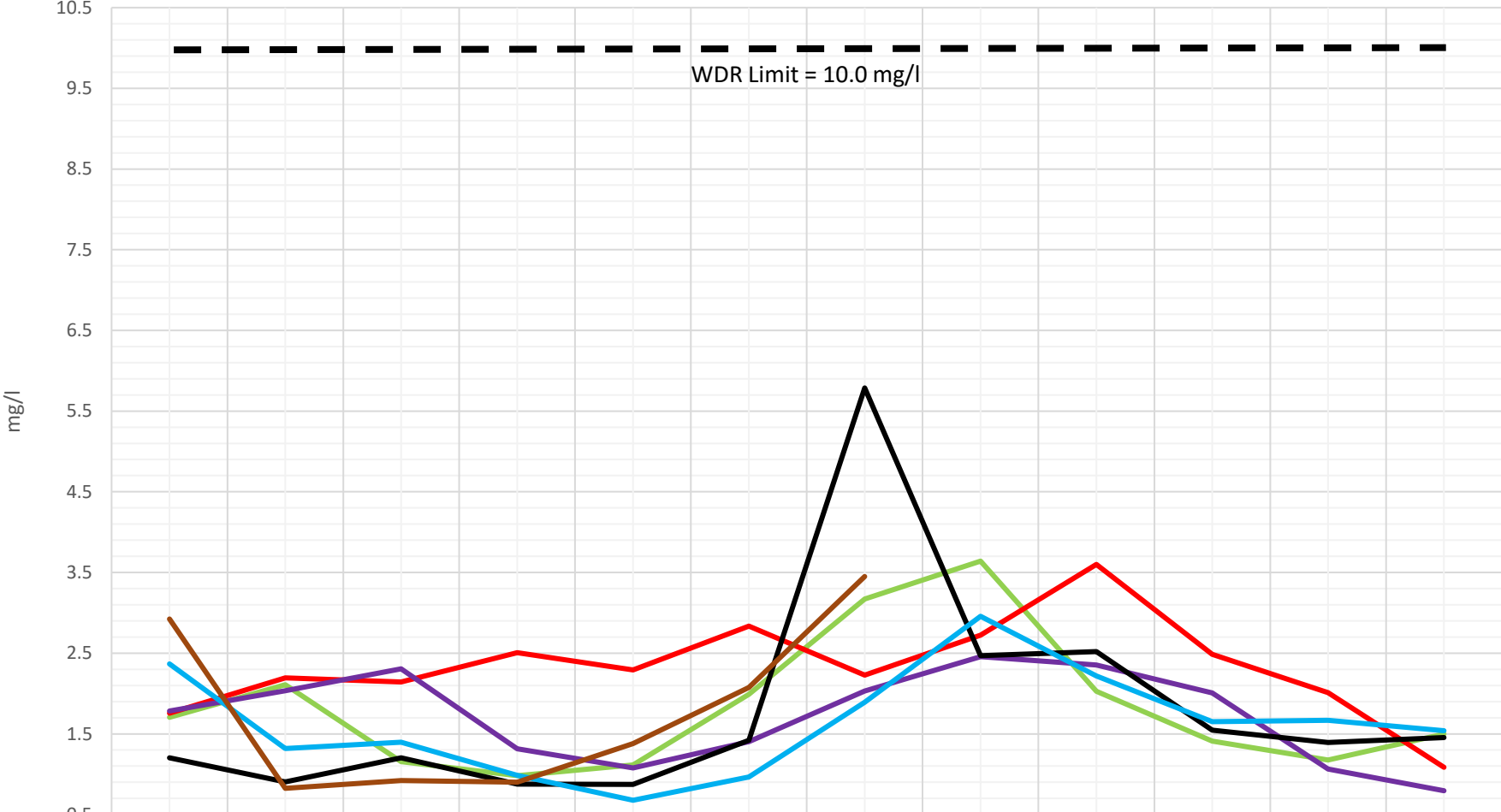
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	8.46	7.34	5.56	4.58	5.77	5.76	9.35	6.84	7.00	4.74	5.50	9.55
2016	9.28	8.58	8.60	6.93	6.84	6.13	8.60	6.92	7.11	6.32	6.36	9.99
2017	9.52	13.81	12.23	11.86	9.54	6.41	8.87	7.44	7.53	5.49	6.53	8.31
2018	7.68	7.03	10.69	11.44	6.93	6.37	7.73	7.12	7.31	4.95	6.58	8.72
2019	8.58	11.95	8.17	9.14	7.59	6.40	8.57	6.83	6.94	4.73	5.00	8.26
2020	7.81	6.66	5.15	5.29	5.27	6.10	7.51					

Monthly Average Daily Flow (Districts)



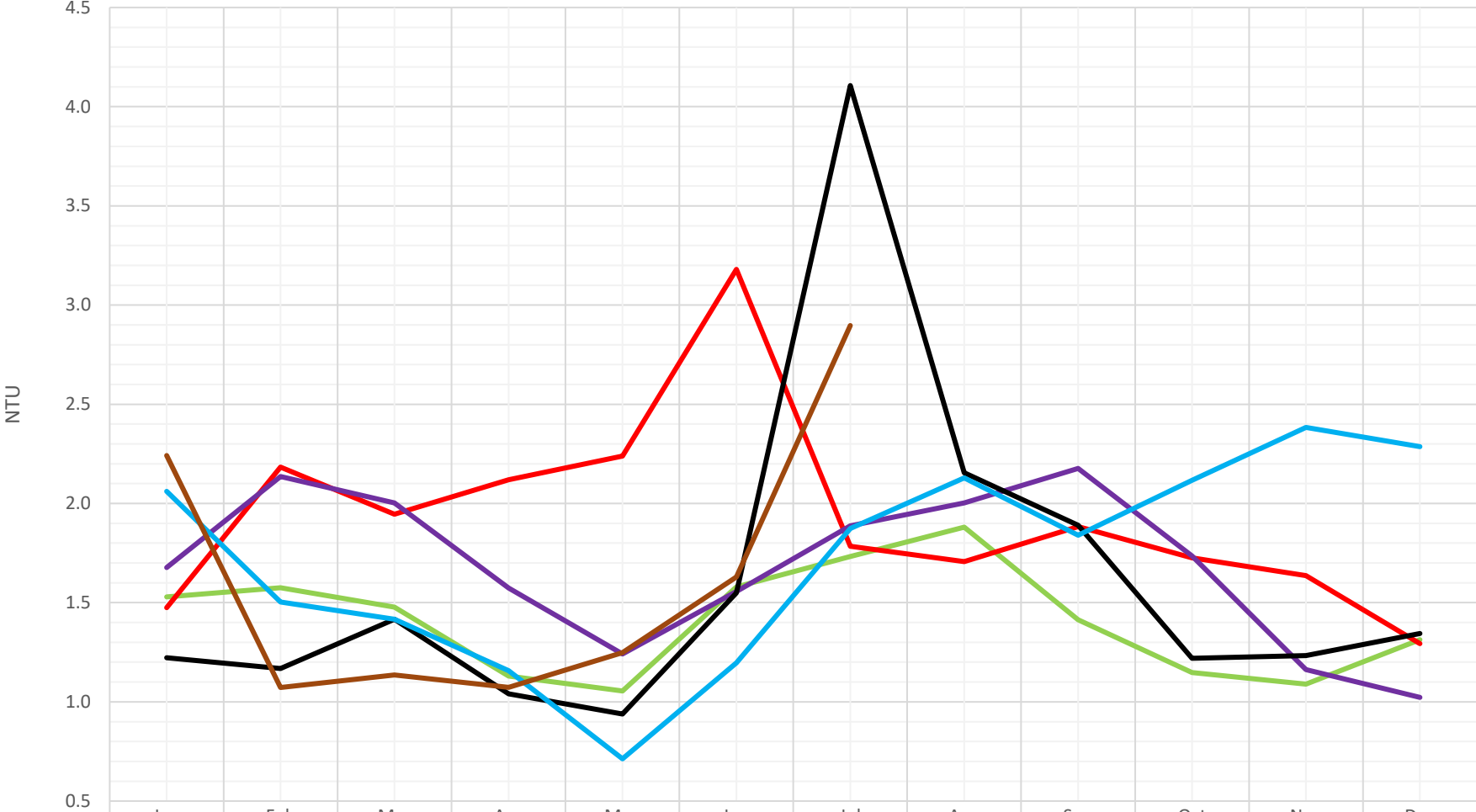
	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20
NTPUD	0.98	0.83	0.66	0.54	0.52	0.73	0.66	0.64	0.62	0.64	0.62	0.74	0.90
TCPUD	1.03	0.84	0.37	0.22	0.20	0.62	0.65	0.68	0.66	0.74	0.70	0.79	0.96
ASCWD	0.06	0.06	0.03	0.03	0.03	0.07	0.06	0.06	0.06	0.11	0.09	0.05	0.05
SVPSD	0.23	0.19	0.16	0.12	0.12	0.29	0.27	0.28	0.19	0.19	0.15	0.15	0.20
TSD	2.27	2.03	2.11	2.02	1.95	2.19	1.85	1.59	1.19	1.48	1.60	1.85	2.08

Monthly Average Daily Suspended Solids (Effluent)



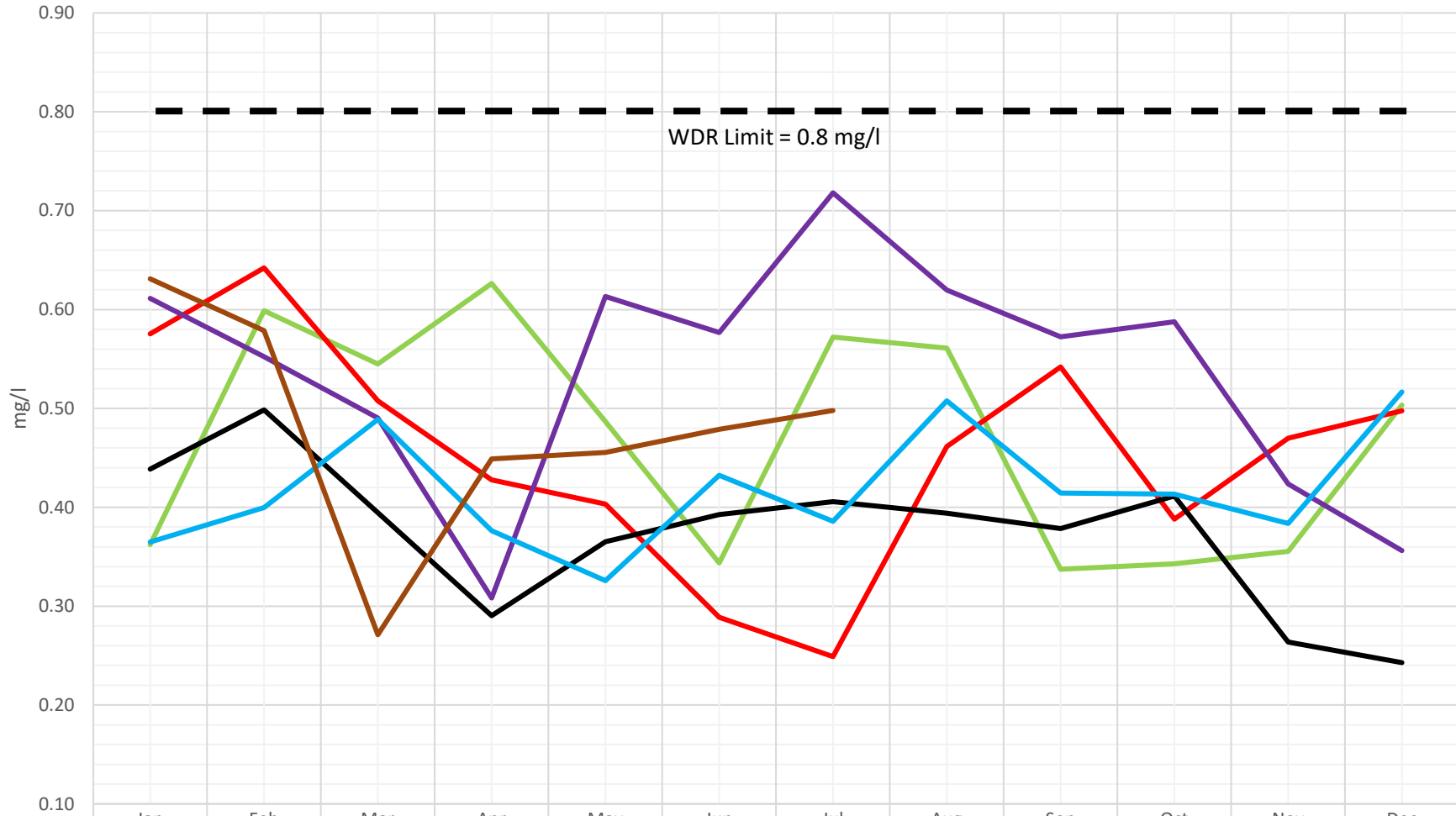
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	1.7	2.1	1.2	1.0	1.1	2.0	3.2	3.6	2.0	1.4	1.2	1.5
2016	1.8	2.2	2.1	2.5	2.3	2.8	2.2	2.7	3.6	2.5	2.0	1.1
2017	1.8	2.0	2.3	1.3	1.1	1.4	2.0	2.5	2.4	2.0	1.1	0.8
2018	1.2	0.9	1.2	0.9	0.9	1.4	5.8	2.5	2.5	1.5	1.4	1.5
2019	2.4	1.3	1.4	1.0	0.7	1.0	1.9	3.0	2.2	1.7	1.7	1.5
2020	2.9	0.8	0.9	0.9	1.4	2.1	3.5					

Monthly Average Daily Turbidity (Effluent)



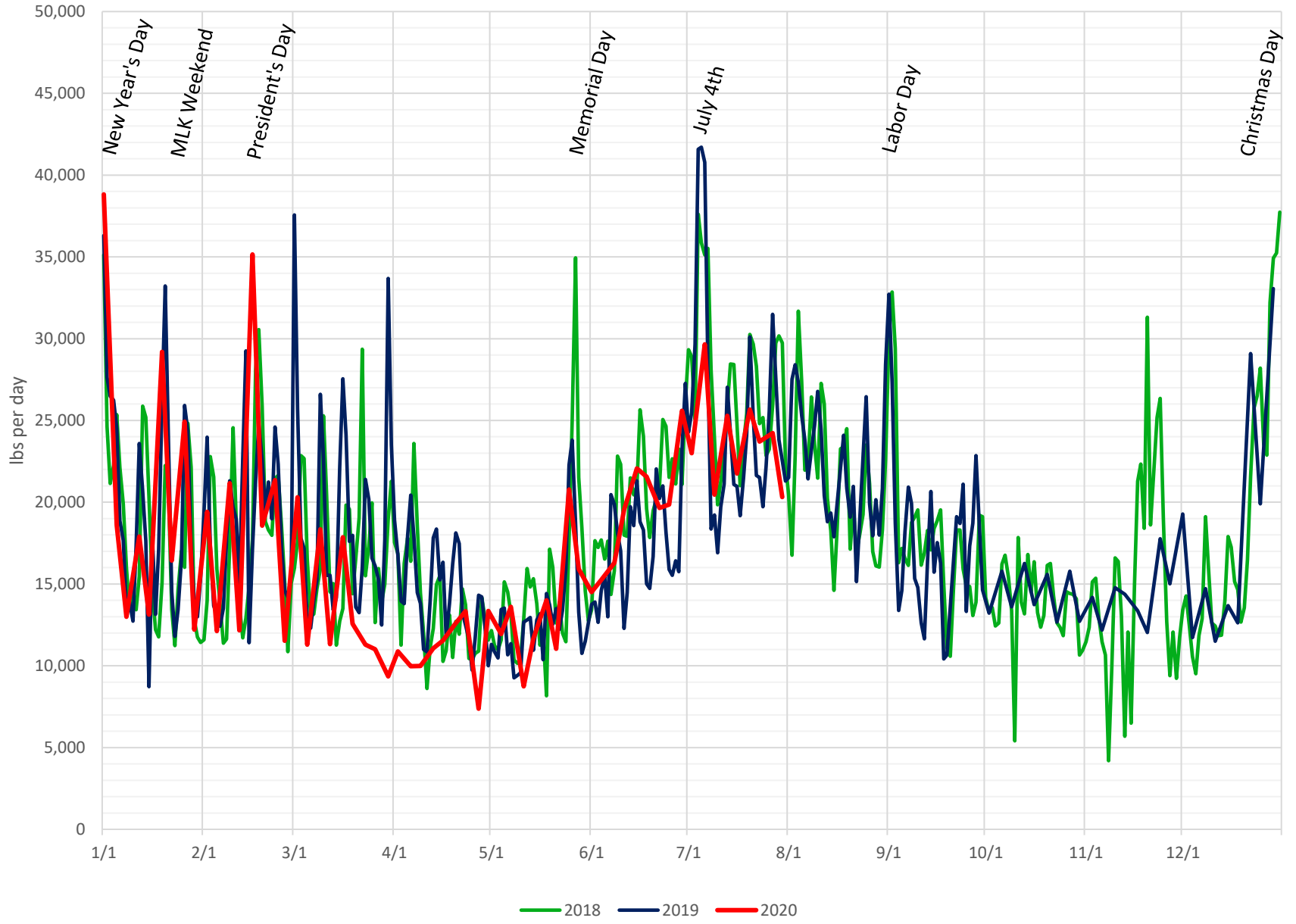
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	1.5	1.6	1.5	1.1	1.1	1.6	1.7	1.9	1.4	1.1	1.1	1.3
2016	1.5	2.2	1.9	2.1	2.2	3.2	1.8	1.7	1.9	1.7	1.6	1.3
2017	1.7	2.1	2.0	1.6	1.2	1.6	1.9	2.0	2.2	1.7	1.2	1.0
2018	1.2	1.2	1.4	1.0	0.9	1.6	4.1	2.2	1.9	1.2	1.2	1.3
2019	2.1	1.5	1.4	1.2	0.7	1.2	1.9	2.1	1.8	2.1	2.4	2.3
2020	2.2	1.1	1.1	1.1	1.2	1.6	2.9					

Monthly Average Daily Total Phosphorus (Effluent)

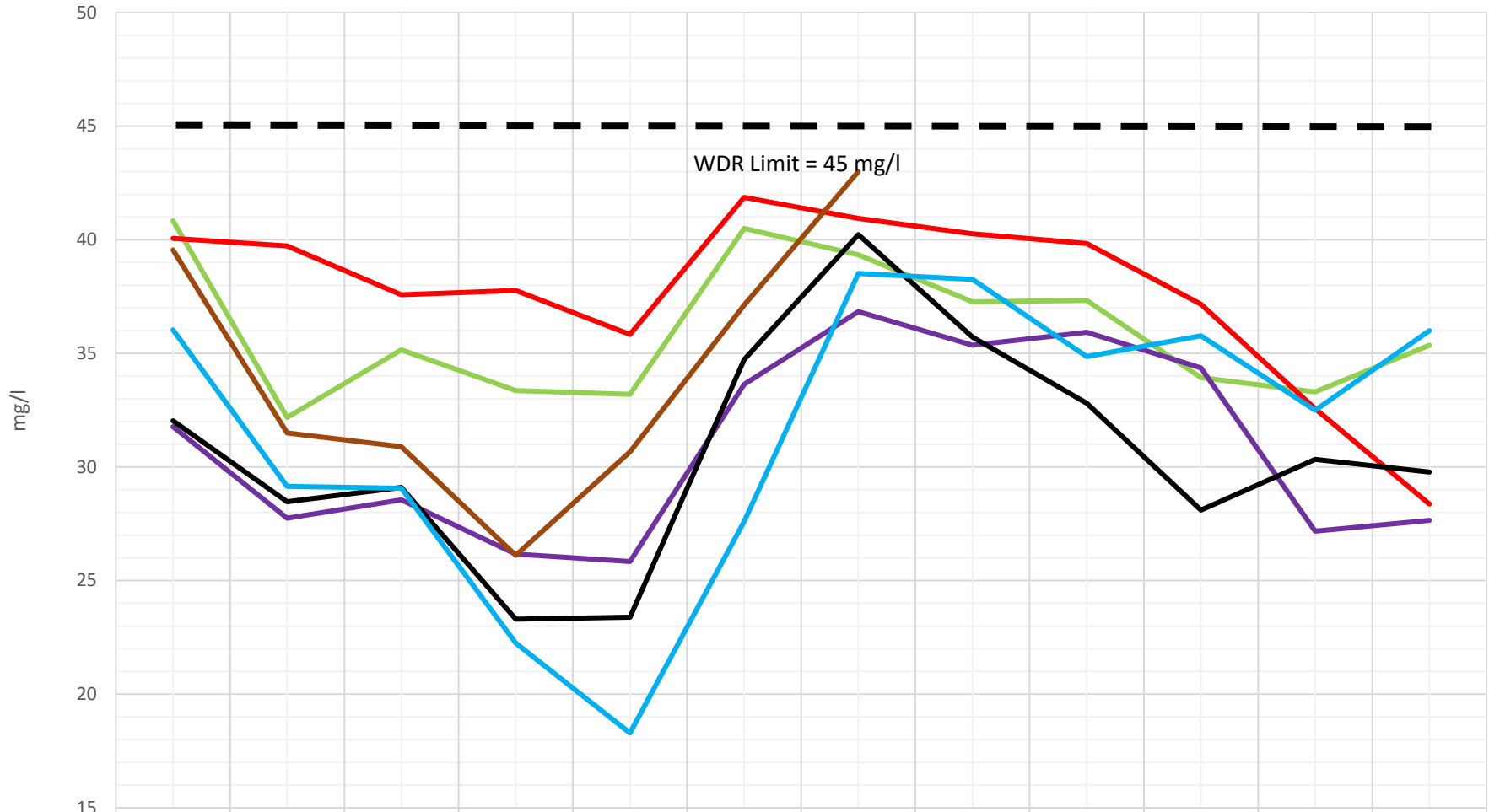


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	0.36	0.60	0.54	0.63	0.49	0.34	0.57	0.56	0.34	0.34	0.36	0.50
2016	0.58	0.64	0.51	0.43	0.40	0.29	0.25	0.46	0.54	0.39	0.47	0.50
2017	0.61	0.55	0.49	0.31	0.61	0.58	0.72	0.62	0.57	0.59	0.42	0.36
2018	0.44	0.50	0.39	0.29	0.37	0.39	0.41	0.39	0.38	0.41	0.26	0.24
2019	0.36	0.40	0.49	0.38	0.33	0.43	0.39	0.51	0.41	0.41	0.38	0.52
2020	0.63	0.58	0.27	0.45	0.46	0.48	0.50					

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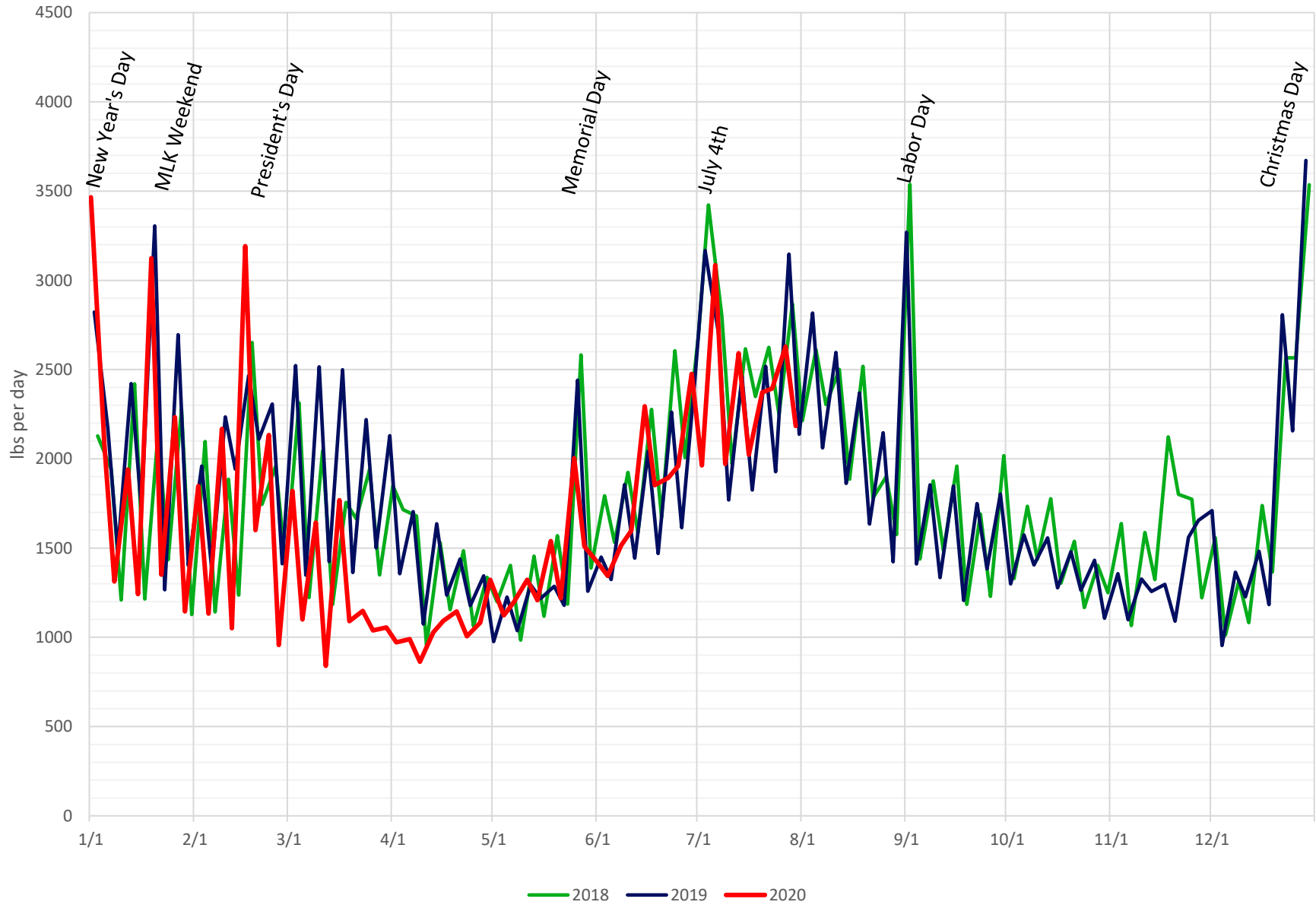


Monthly Average Daily Chemical Oxygen Demand (Effluent)

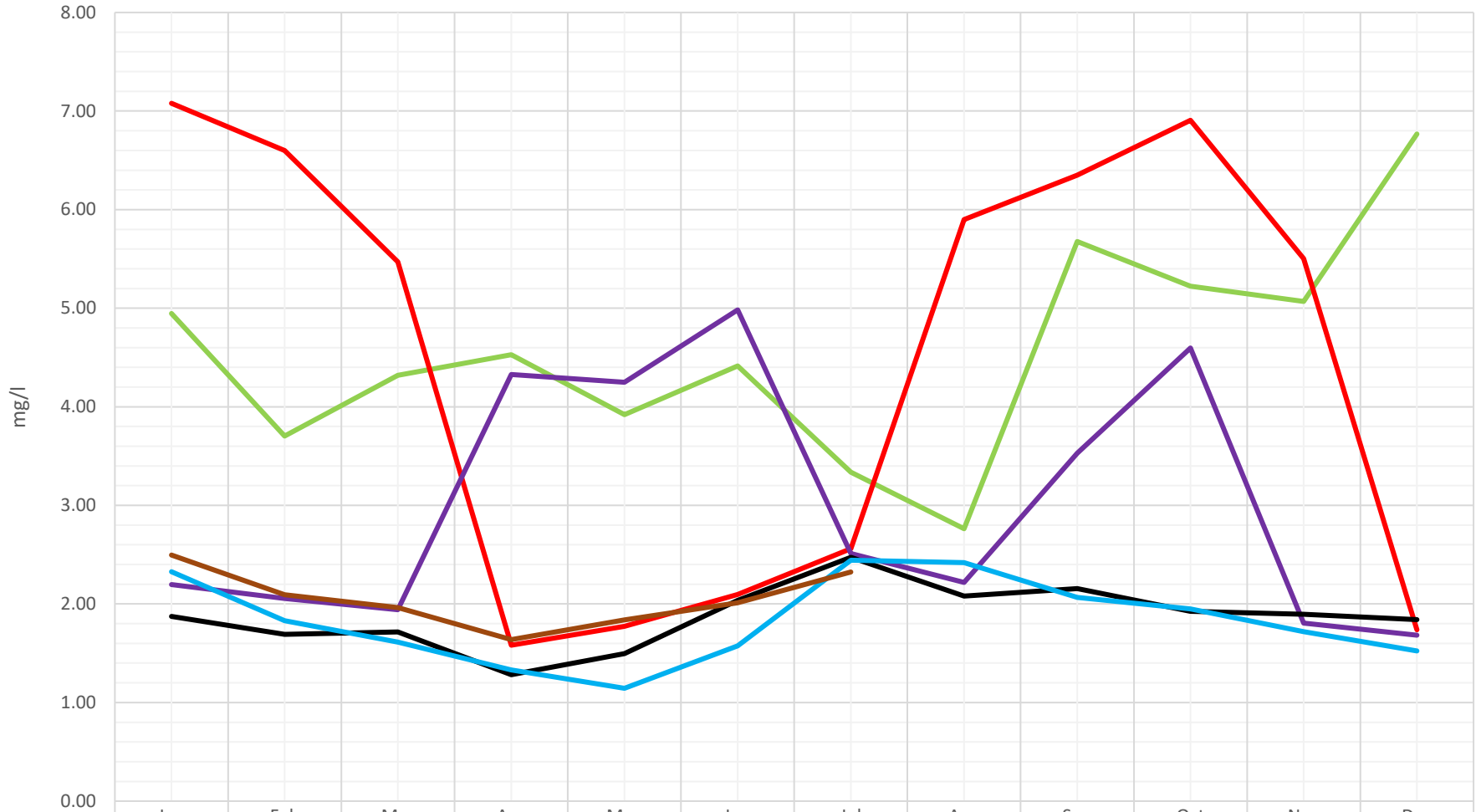


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	41	32	35	33	33	41	39	37	37	34	33	35
2016	40	40	38	38	36	42	41	40	40	37	33	28
2017	32	28	29	26	26	34	37	35	36	34	27	28
2018	32	28	29	23	23	35	40	36	33	28	30	30
2019	36	29	29	22	18	28	39	38	35	36	33	36
2020	40	32	31	26	31	37	43					

TKN Influent Loading

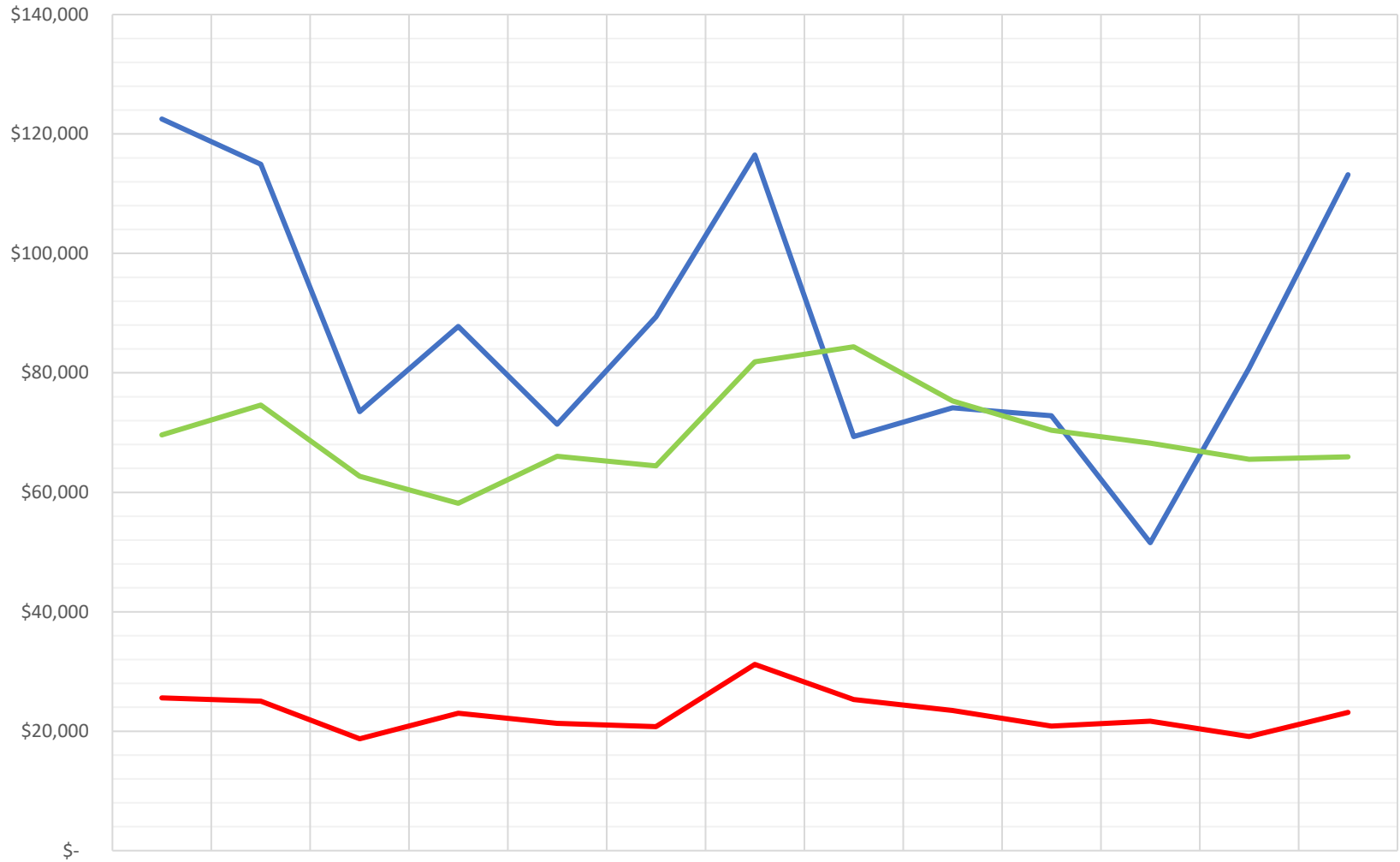


Monthly Average Daily Total Nitrogen (Effluent)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2015	4.95	3.70	4.32	4.53	3.92	4.41	3.34	2.76	5.68	5.22	5.07	6.77
2016	7.08	6.60	5.47	1.58	1.77	2.10	2.56	5.90	6.35	6.91	5.50	1.74
2017	2.20	2.06	1.94	4.33	4.25	4.98	2.51	2.22	3.53	4.60	1.81	1.68
2018	1.87	1.69	1.72	1.28	1.50	2.04	2.47	2.08	2.16	1.92	1.90	1.84
2019	2.33	1.83	1.61	1.33	1.14	1.57	2.44	2.42	2.07	1.95	1.72	1.52
2020	2.50	2.09	1.96	1.64	1.84	2.01	2.32					

Chemical, Power and Sludge Disposal Costs



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20
— Chemical	\$122,510	\$114,905	\$73,500	\$87,752	\$71,385	\$89,384	\$116,483	\$69,350	\$74,168	\$72,801	\$51,561	\$80,784	\$113,171
— Power	\$69,608	\$74,597	\$62,700	\$58,163	\$66,044	\$64,431	\$81,851	\$84,369	\$75,309	\$70,394	\$68,257	\$65,547	\$65,959
— Sludge Disposal	\$25,591	\$25,020	\$18,730	\$23,009	\$21,328	\$20,741	\$31,185	\$25,291	\$23,459	\$20,855	\$21,699	\$19,116	\$23,148



TAHOE-TRUCKEE SANITATION AGENCY MAINTENANCE DEPARTMENT REPORT


Date: August 19, 2020
To: Board of Directors
From: Richard Pallante, Maintenance Manager
Subject: Maintenance Report

- ◆ **Project support:** In the month of July, Maintenance staff provided support for the following projects:
 - 2020 Roofing Project.
 - 2020 Painting Project.

- ◆ **Plant Maintenance projects:** Maintenance staff performed tasks on the following ongoing projects:
 - TRI root removal.
 - Secondary #3 dismantle for painting project.
 - Install new blower to replace #7 including water cooling system.
 - Install new air intake on blower #5.
 - Install and start up of rebuilt Centrisys centrifuge.
 - Corridor lighting project.
 - Exterior lighting project.

- ◆ **Work Orders**
 - Completed this month: Mechanical-12, Facilities-2, Fleet-12, Electrical & Instrumentation-37.
 - Pending: Mechanical-75, Facilities-10, Fleet-9, Electrical & Instrumentation-46.

Review Tracking:

Submitted By: 
Richard Pallante
Maintenance Manager

Approved By: 
LaRue Griffin
General Manager



Root cutter



Entry into TRI MH-87 to place root cutter



TAHOE-TRUCKEE SANITATION AGENCY ENGINEERING DEPARTMENT REPORT

Date: August 19, 2020
To: Board of Directors
From: Jay Parker, Engineering Manager
Subject: Engineering Report


◆ **Projects:** In the month of July, Engineering staff continued working on the following projects:


- Hotel Avery
- Master Sewer Plan
- 2019 Roof Repair Project
- 2020 Administration Building Remodel Project
- 2020 Corten Wall Additions Project
- 2020 Digital Scanning of Sewer Lines Project
- 2020 Headworks Improvements Project
- 2020 Plant Painting Project
- 2021 2-Water System Improvements Project
- 2021 Asphalt Sealing Project
- 2021 Chlorine Scrubber Replacement Project
- 2021 Digital Scanning of Sewer Lines Project
- 2021 Furnishing Hydraulic Pump and Power Pack Project
- 2021 Lime System Improvements Project
- 2021 Plant Painting Project

◆ **Work Orders**

- Engineering:
 - Completed this month: 0
 - Pending: 0
- Safety:
 - Completed this month: 1
 - Pending: 0

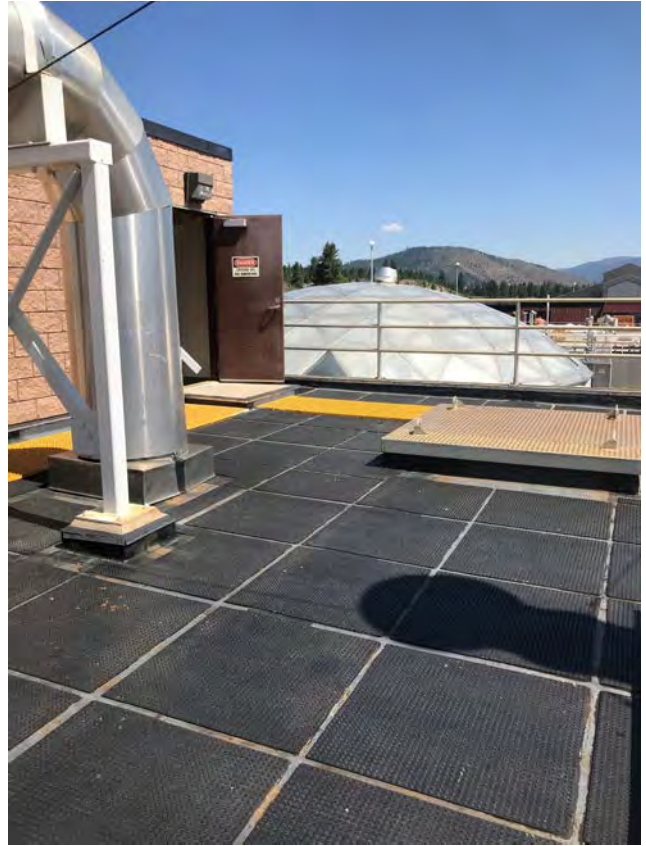
Review Tracking

Submitted By: 
Jay Parker
Engineering Manager

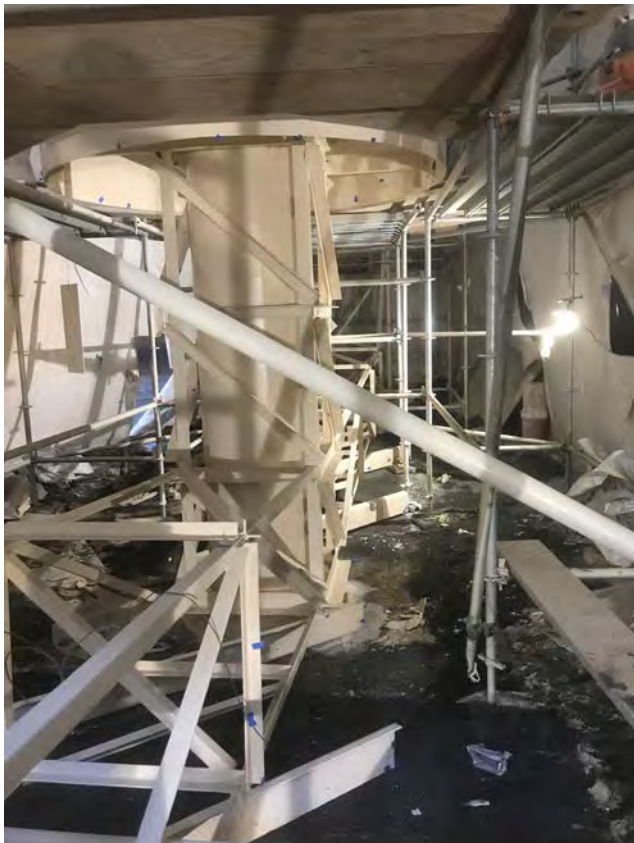
Approved By: 
LaRue Griffin
General Manager



2019 Roof Repair Project – Building 4 (Thickening)



2019 Roof Repair Project – Building 32 (Digestion)



2020 Plant Painting Project – Primary Clarifier 66



2020 Plant Painting Project – Primary Clarifier 66




TAHOE-TRUCKEE SANITATION AGENCY IT DEPARTMENT REPORT

Date: Aug. 19, 2020
To: Board of Directors
From: Bob Gray, IT Department Manager
Subject: Information Technology (IT) Report

- T-TSA Plant Information System (PIS)
 - Migration of Operation Logbook Entries to PIS
 - 60% of code written
 - Test environment and server configured
- SCADA HMI Virtual Machine Development and Software Upgrade
 - Virtual Machine (SCADAMAIN10)
 - Current tagname server application loaded and running
 - Virtual Machine (SCADAMAIN11B)
 - Wonderware software ready for Application Server development
- BNR Blower Cabinet Environment Monitoring and Logging --PAUSED
 - PLC Installed in Blower 5 & 8 Cabinets
 - Differential pressure and cabinet temperature sensors are connected into PLC
 - Ready to bring into SCADA
- Remounting of PLC and Network Rack in CCT 53 to Provide Access to IO
 - BOM creation for mobile rack installation
 - Construction of rotating slide out rack system, 1 of 2 complete
- Power Distribution System and Monitoring for TTSA Server Room
 - Equipment has arrived and will install after normal staffing resumes
- Hiring New IT Specialist
 - Position advertising closed
 - Schedule established for, assessment, and on-line interviews
- COVID-19 IT Response
 - The IT department is working remotely and coming in when necessary
- Work Orders
 - Completed in May-June.: 46
 - Outstanding: 75

Review Tracking

Submitted By: 
Robert Gray
IT Manger

Approved By: 
LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY ADMINISTRATIVE DEPARTMENT REPORT

Date: August 19, 2020
To: Board of Directors
From: Roshelle Chavez, Administrative Manager
Subject: Administrative Department Report

Accounting

- Completed monthly A/P, A/R, payroll, general ledger processes, and bank reconciliations.
- Coordination with Human Resources Administrator for salary schedule and cost of living increase adjustments to employees.
- Restructuring of funds within Caselle for fiscal year 2020-2021.
- Began Pre-Audit of fiscal year 2019-2020 with Auditors of Damore, Hamric & Schneider.

Billing/Customer Service

- General assistance with customer accounts, adjustments, and plan review.
- Activated new accounts and prepared associated letters, reports and invoices.
- Finalized and sent Agency delinquency and direct charge tax roll billings.
- Finalized setup and implementation of Caselle "Tax Certification" program that assesses sewer service charge billings to customers only billed to the county tax rolls.
- Finalized and sent all direct charge sewer service customer invoices.


Purchasing


- Coordinated purchase of plant O&M supplies and performed various administrative tasks.
- Coordinated with all departments regarding Agency contracts and bids.
- Worked on Purchasing Procedures Manual/SOP.

General Administration

- Completed Agency Budgets for Fiscal Year 2020/2021.
- Updated final draft of the Agency "Fund Policy" for Board review.
- Participated in follow up UAL Pension Obligation Bond review/discussion.
- Continued in Supervisory meetings and discussions regarding Agency Core Values.
- Continued coordination with Caselle software in all departments for ongoing training.
- Continued executive coaching with Creating Effective Organizations.
- Performed various administrative duties to assist GM and Board of Directors.
- Performed miscellaneous public records requests.

Review Tracking

Submitted By: 
Roshelle Chavez
Administrative Services Manager

Approved By: 
LaRue Griffin
General Manager

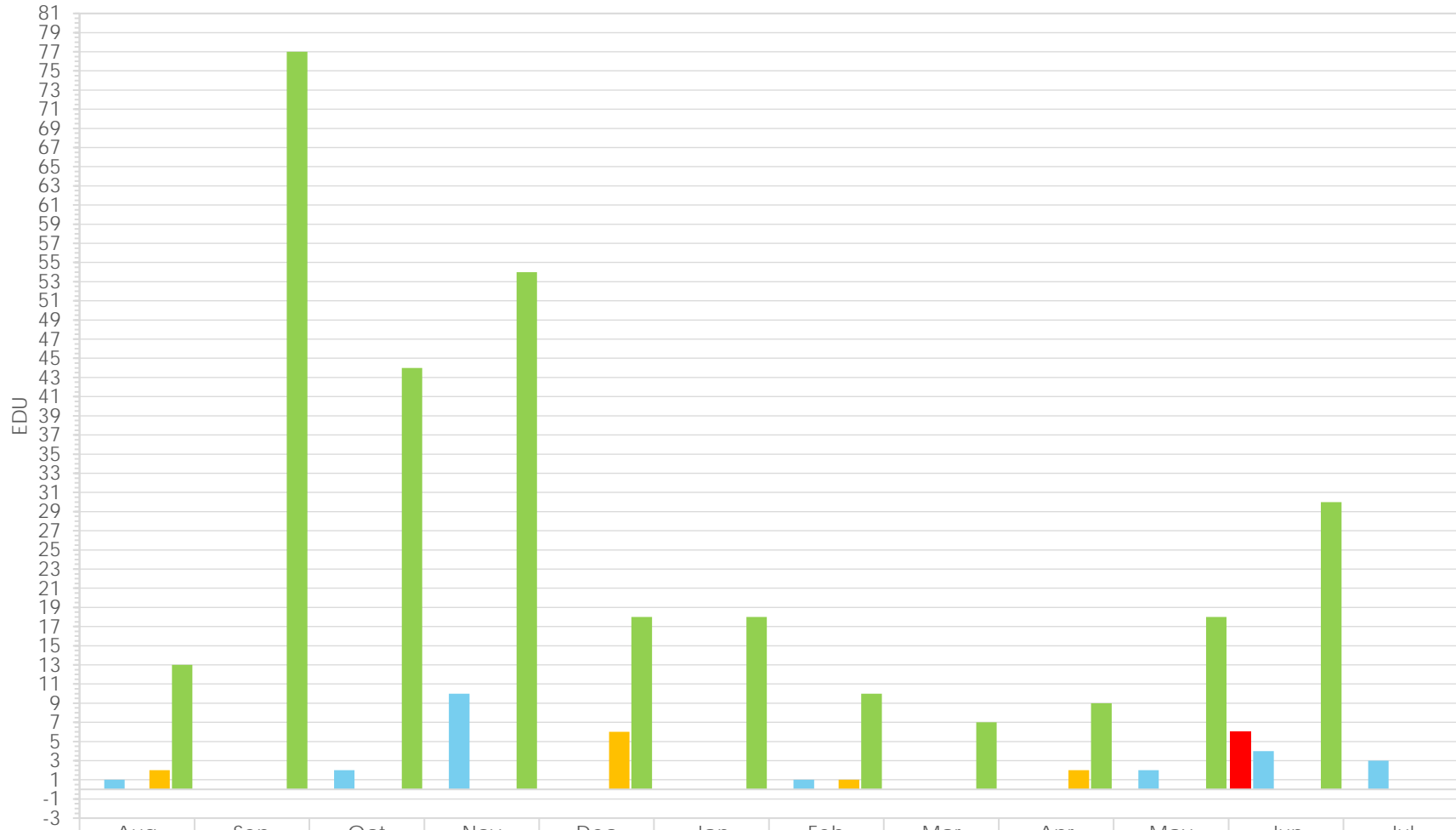
CONNECTION FEES - JULY 2020

Connection Fee Type	MTD Count (#)	MTD Total Ft ²	MTD Total \$	YTD Count (#)	YTD Total Ft ²	YTD Total \$
Residential	17	62,849	\$ 135,485.75	362	426,468	\$ 1,044,333.00
Residential Ft ² Additions	1	610	\$ 1,067.50	25	29,907	\$ 52,337.25
Residential Ft ² Additions - Exempt	0	0	N/A	7	1,703	N/A
Accessory Dwelling Unit (ADU)	0	0	\$ -	4	3,337	\$ 8,239.75
Accessory Dwelling Unit (ADU) - Exempt	0	0	N/A	4	440	N/A
Commercial	1	N/A	\$ 49,000.00	33	N/A	\$ 252,175.00
Industrial	0	N/A	\$ -	0	N/A	\$ -
Grand Total	19	63,459	\$ 185,553.25	435	461,855	\$ 1,357,085.00

INSPECTIONS - JULY 2020

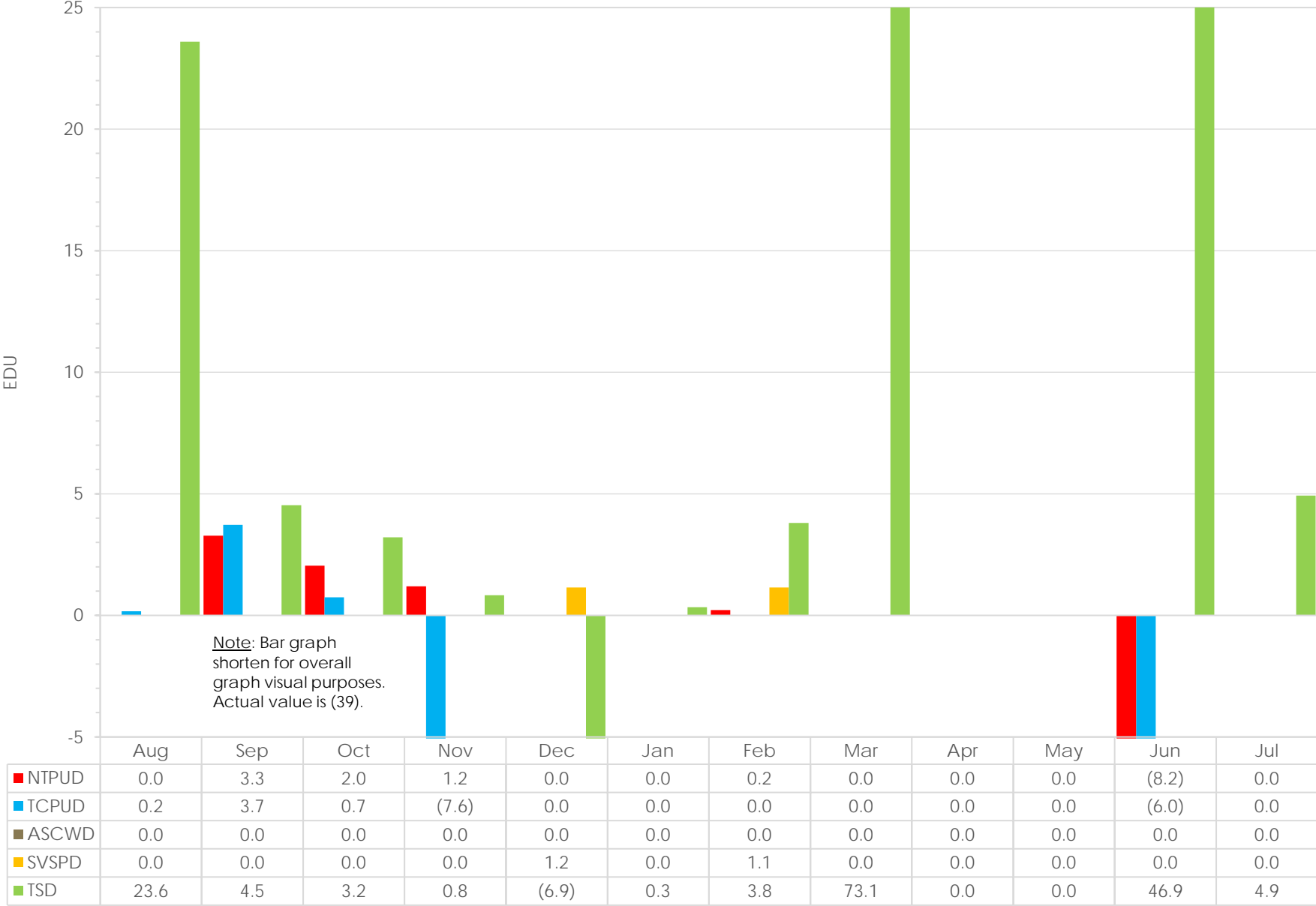
Inspection Type	MTD Count #	MTD Total	YTD Count #	YTD Total
Commercial	3	3	220	257
Residential (Drive-by of Suspended Accounts)	0		37	

Residential EDU Summary

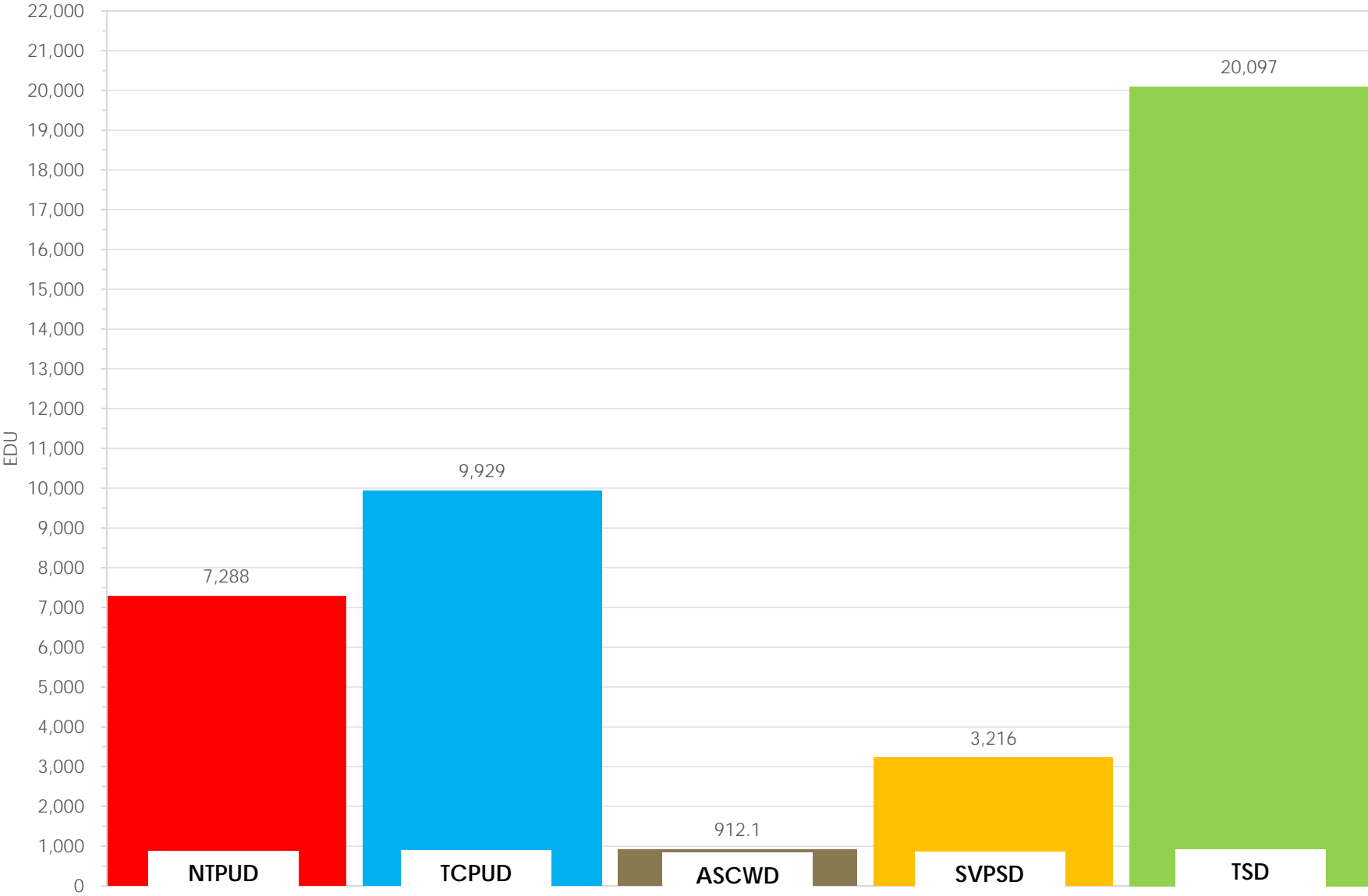


	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
■ NTPUD	0	0	0	0	0	0	0	0	0	0	6	0
■ TCPUD	1	0	2	10	0	0	1	0	0	2	4	3
■ ASCWD	0	0	0	0	0	0	0	0	0	0	0	0
■ SVSPD	2	0	0	0	6	0	1	0	2	0	0	0
■ TSD	13	77	44	54	18	18	10	7	9	18	30	0

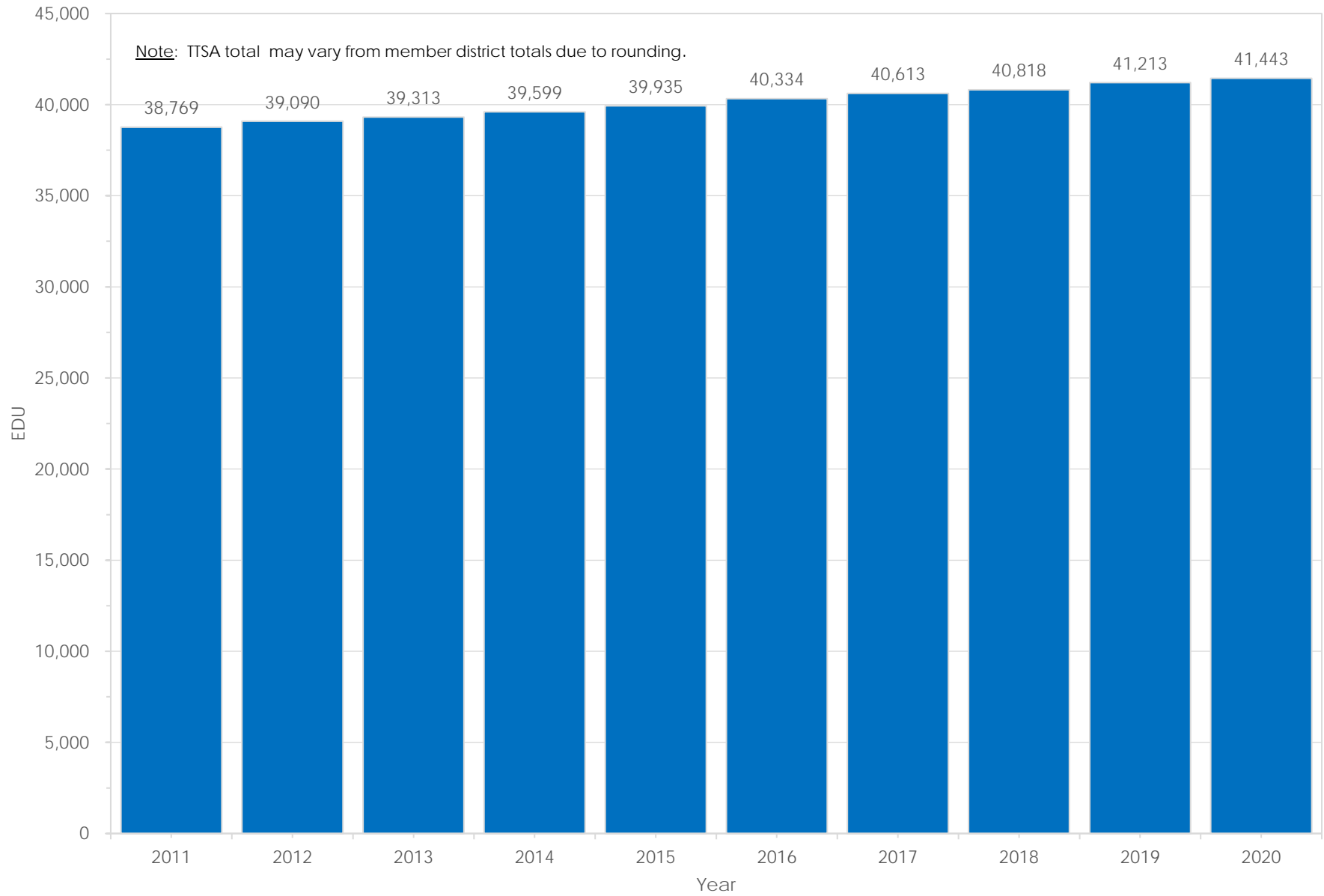
Other EDU Summary



Current EDU Summary By Member District



Historical TTSA EDU Summary





TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VI-2
Subject: General Manager Report

Continuing Projects/Work

- Management and staff continued to investigate options to become more efficient.
- Management and staff continued implementation of the new software programs.
- Management and staff continued progress on CIP projects.
- Management and staff continued leadership training.

Past Month Projects/Work

- Management continued implementation of the COVID-19 plan:
 - Agency remains closed to the public.
 - All staff are either telecommuting or working onsite with staggered shifts with increased staff isolation/separation.
 - Attended teleconference meetings to include Placer County, North Lake Tahoe Resort Association, CSRMA, Area Manager, and District Managers.
- Management and staff worked on functional competencies for non-exempt staff as part of the annual evaluation template.
- Management and interim Laboratory Director had a meeting with Environmental Laboratory Accreditation Program (ELAP) and received clarification of ELAP requirements for operator performance of laboratory testing.
- Management approved Change Order No. 3 for the 2020 Plant Painting project (attached).
- Management approved Change Order No. 3 for the 2019 Roof Repair project (attached).
- Management and staff held facility tour for various individuals.

Review Tracking

Submitted By: _____


LaRue Griffin
General Manager



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
 13720 Butterfield Drive
 TRUCKEE, CALIFORNIA 96161
 (530) 587-2525 • FAX (530) 587-5840

Directors

Dale Cox: President
Dan Wilkins: Vice Presiden
Jon Northrop
Blake Tresan
S. Lane Lewis
General Manager
LaRue Griffin

CONTRACT MODIFICATION NO. 3
(Change Order)

The following additions, deletions or revisions to the Contract Documents for the 2020 Plant Painting Project by and between the Tahoe-Truckee Sanitation Agency and F.D. Thomas, Inc. dated March 18th, 2020 have been ordered and authorized:

ITEM	DESCRIPTION	COMPENSATION BASIS	COST
1	Perform coating repair work in Chemical Clarifier No. 1. Repair work on Chemical Clarifier No. 1 may begin at any time.	Lump Sum	\$3,826.00
2	Perform coating repair work in Chemical Clarifier No. 2. Repair work on Chemical Clarifier No. 2 shall begin 10 calendar days after repair work on Chemical Clarifier No. 1 has been complete.	Lump Sum	\$3,826.00
3	Perform additional work in Primary Clarifier Structure No. 66: installation of additional scaffolding to remove two lights and conduit; additional time spent to cleanup oil leaking from rake arm mechanism.	Lump Sum	\$4,592.00
Total Cost for Items 1 through 3			\$12,244.00

ORIGINAL CONTRACT AMOUNT: \$516,253.00
 CONTRACT MODIFICATION NO. 1 AMOUNT: (\$6,195.00)
 CONTRACT MODIFICATION NO. 2 AMOUNT: \$609.00
 CONTRACT MODIFICATION NO. 3 AMOUNT: \$12,244.00
 REVISED CONTRACT AMOUNT: \$522,911.00

CONTRACT TIME ADJUSTMENT: None.

All terms and conditions stipulated in the Contract Documents for the 2020 Plant Painting Project by and between the Tahoe-Truckee Sanitation Agency and F.D. Thomas, Inc. dated March 18th, 2020 are incorporated herein, except as provided in approved Contract Modifications.

ACCEPTED BY: *[Signature]*
 F.D. Thomas

7/30/20
 Date

APPROVED BY: *[Signature]*
 Tahoe-Truckee Sanitation Agency

8/4/20
 Date



TAHOE-TRUCKEE SANITATION AGENCY

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 TRUCKEE, CALIFORNIA 96161
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Directors

Dale Cox: President
Dan Wilkins: Vice President
Jon Northrop
Blake Tresan
S. Lane Lewis
General Manager
LaRue Griffin

CONTRACT MODIFICATION NO. 3 (Change Order)

The following additions, deletions or revisions to the Contract Documents for the 2019 Roof Repair Project by and between the Tahoe-Truckee Sanitation Agency and CentiMark Corporation dated August 2, 2019 have been ordered and authorized:

ITEM	DESCRIPTION	COMPENSATION BASIS	COST
1	Deletion of Bid Items 1B, 2B, and 4B; substrate material was intact and work was not need.	Lump Sum	(\$6,000.00)
2	Replace ceiling tiles damaged during work.	Lump Sum	(\$1,750.00)
3	Repair asphalt damaged during work.	Lump Sum	(\$600.00)
4	Extra work to remove roof vent and install new EPDM roof patch and associated materials related to the EPDM patch on Building 1.	Lump Sum	\$2,600.00
Total Cost for Items 1, 2, 3, & 4			(\$5,750.00)

ORIGINAL CONTRACT AMOUNT: \$419,286.60
 CONTRACT MODIFICATION NO.1 AMOUNT: \$ 0.00
 CONTRACT MODIFICATION NO.2 AMOUNT: \$509,281.00
 CONTRACT MODIFICATION NO.3 AMOUNT: (\$ 5,750.00)

REVISED CONTRACT AMOUNT: \$922,817.60

CONTRACT TIME ADJUSTMENT: Addition of 0 calendar days.

All terms and conditions stipulated in the Contract Documents for the 2019 Roof Repair Project by and between the Tahoe-Truckee Sanitation Agency and CentiMark Corporation dated August 2, 2019 are incorporated herein, except as provided in approved Contract Modifications.

ACCEPTED BY:
 CentiMark Corporation

8.7.2020
 Date

APPROVED BY:
 Tahoe-Truckee Sanitation Agency

8/10/20
 Date



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VII
Subject: Board of Director Comment

Background

Opportunity for directors to ask questions for clarification, make brief announcements and reports, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.



TAHOE-TRUCKEE SANITATION AGENCY

MEMORANDUM

Date: August 19, 2020
To: Board of Directors
From: LaRue Griffin, General Manager
Item: VIII
Subject: Closed Session

1. Conference with Agency designated labor negotiator LaRue Griffin regarding the unrepresented employees in all positions - Government Code Section 54957.6.
2. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
3. Closed session conference with legal counsel for existing litigation and related California Public Employment Relations Board proceeding (Government Code section 54956.9(d)(1)) – Fay v. Tahoe-Truckee Sanitation Agency.
4. Public Employee - Govt. Code, § 54957: Performance evaluation of General Manager.