

Manager's Report

To the SC-OR Commissioners by Glen Sturdevant
on January 21, 2022

Operations & Maintenance

At the beginning of each calendar year, our annual reports to the State Water Board and Butte County Air Quality Control are due. SC-OR staff does a great job of keeping these reports up-to-date throughout the year so that we are not too slammed trying to get them done by their due date. All reports are complete and have been submitted.

Pump #1 at the Feather River Pump Station (FRPS) needs to be overhauled and repaired; it is a Flygt pump and the Flygt repair shop is Xylem located in Cordelia, CA. Both the main pump and the backup pump at the FRPS are over 20 years old. With this overhaul and repair, I believe SC-OR can reasonably expect another 7-10 years of service out of this piece of equipment, however, a replacement plan will be needed to ensure we can replace both pumps when the time comes without a disruption to operations.

Fee Waiver Request by K&M Developers

SC-OR received a request from K&M Developers to waive the monthly sewer service fee for their Olive Ranch Apartments project. Currently, SC-OR requires the monthly sewer service fee start once the project has connected to our system. My recommendation is to keep the policy as it stands. If the developers don't want to pay for monthly sewer service fees, then it is easy enough to wait on the final connection to the system. The concern is that they would essentially be reserving capacity, and SC-OR has long been against the practice of reserving of any capacity. Because of the nature of the JPA, SC-OR has always been on a first-come first-serve basis to avoid limiting the growth of the other entities based on capacity being reserved by one entity.

Pump Repair Xylem

Pump #1 at FRPS is out-of-service and needs to be repaired and overhauled. This pump is a daily-duty pump, and is an integral part of our collection system. We need to get these repairs done as soon as possible. There is a backup for this pump, and SC-OR staff put it in service when Pump #1 was removed for inspection. While the FRPS is still fully operational, we are now without a replacement if another pump was to go down. The quoted cost for repair is for an amount not to exceed \$18,500.00.

Contract for Design of East Interceptor Repair

SC-OR has to repair and/or replace approximately 1,700 foot of our East Interceptor Line that serves LOAPUD. We asked for proposals from Jacobs Engineering, Coleman Engineering, Carollo Engineering and NorthStar Engineering. We received and reviewed proposals from Jacobs, Coleman and NorthStar. After the evaluation and scoring of said proposals, we recommend that the design contract be awarded to Coleman Engineering.

MINUTES OF THE REGULAR MEETING OF THE SEWERAGE COMMISSION - OROVILLE REGION

(Held at the Commission office on December 15, 2021 at 11:00 a.m.)

1. Call to Order ❖

Chairman Pittman called the meeting to order at 11:00 a.m.

2. Roll Call ❖

Commissioners present were Commissioners Fairbanks and Mastelotto (arrived at 11:05am) from the Lake Oroville Area Public Utility District, Pittman and Reynolds from the City of Oroville, Hatley and Wristen from the Thermalito Water and Sewer District. Staff present was Manager Glen Sturdevant, Plant Supervisor Mikah Salsi, and Attorney Dave Ritchie sitting in for SC-OR Attorney Scott Huber.

3. Salute to the Flag ❖

Commissioner Wristen led the Commissioners and staff in the salute to the flag.

4. Acknowledgment of Visitors ❖

None

5. Board Meeting Minutes of the Regular Meeting held on November 17, 2021 ❖

Upon motion by Commissioner Reynolds to approve the minutes of the meetings, and seconded by Commissioner Hatley, the minutes of the November 17, 2021 regular meeting were unanimously approved.

6. Employee Safety Meeting Minutes (December 7, 2021) ❖

Upon motion by Commissioner Reynolds to approve the minutes of the employee safety meeting, which was seconded by Commissioner Hatley, the minutes of the December 7, 2021 Employee Safety meeting were unanimously approved.

7. Authorization of Warrants ❖

Vice-Chair Fairbanks met with Manager Sturdevant and reviewed the warrants, and having found everything to be in order made a motion for their approval. The motion was seconded by Commissioner Reynolds. Warrants 27138-27179 in the total amount of \$499,232.51 from November 18 to December 15, 2021, including Commissioner fees and electronic fund transfers, were unanimously approved and ordered paid.

8. Fiscal Reports ❖

Manager Sturdevant stated the fiscal reports for November 2021 were in the packets for review. There were no questions and nothing further to report.

9. Attorney's Report ❖

Attorney Ritchie stated there was nothing to report.

10. Manager's Report ❖

Manager Sturdevant reported that there were no operational issues this month. He said we are in the midst of storms, and our flows hit 17M gallons so we had to divert flow to our storage ponds, and are preparing for another storm tonight.

SC-OR staff has been working with TWSD and the City on the Ruddy Creek Pump Station. We want to extend our appreciation to TWSD, as we requested that they waive our connection fees for water service there, and their board approved the waiver.

He reported that Gateway Pacific Contractors has been dealing with ground water issues. They are not behind schedule, but the ground water is becoming an issue, and they are figuring out how to deal with it.

He informed the Commissioners that we hired a new operator who began work on December 1st, to replace the operator that we had to let go. Mark is an Operator-in-Training, but has already passed his grade II exam, and should have the hours in to get his grade II license in October of next year.

11. Visitor Comments ❖

None

12. Commissioner and Staff Comments ❖

Commissioner Reynolds said it has been a very successful year at SC-OR under the new management, and wished everyone Merry Christmas. Commissioner Hatley agreed with Commissioner Reynolds, reiterating what he said.

Chairman Pittman asked Manager Sturdevant asked if our area were to have a disaster, such as a tornado or earthquake that affected the plant, what would we do? Manager Sturdevant said our first course of action would be to call the State Water Board and get direction from them. Chairman Pittman asked that Manager Sturdevant bring the safety plan to the next meeting for review. Manager Sturdevant said we have the ability to move water to keep the local areas from flooding; we have approximately 22M gallons of storage on site, which would give us eight days where we wouldn't have to put the water in the river under "normal" conditions, two days in storm conditions.

Commissioner Wristen said he is enjoying his time serving on the SC-OR board. He stated that the manager and crew are doing a fantastic job.

13. Adjournment ❖

There being no further business, the meeting was adjourned at 11:16 a.m. to the regular meeting scheduled for January 26, 2022 at 5:00 p.m.

Respectfully submitted,



GLENN E. STURDEVANT, CLERK

Draft

SEWERAGE COMMISSION - OROVILLE REGION
BUDGETARY SUMMARY - FISCAL YEAR 2021/2022

DESCRIPTION	Adopted Budget 2021/22	Expended This Month	Expended Through 12.31.2021	Balance of Funds Remaining	Time Left 50%
SALARIES & WAGES	770,800	87,132.10	374,322.35	396,477.65	51%
EMPLOYEE BENEFITS	639,473	18,198.82	415,427.00	224,046.00	35%
COMMISSIONERS' FEES	43,200	3,600.00	21,600.00	21,600.00	50%
CMSNRS FICA & MEDICARE	3,305	275.40	1,652.40	1,652.60	50%
GAS, OIL & FUEL	30,000	687.72	11,875.74	18,124.26	60%
INSURANCE	81,000	0.00	77,616.82	3,383.18	4%
MEMBERSHIPS	8,850	283.00	8,340.00	510.00	6%
OFFICE EXPENSES	8,500	206.05	4,332.78	4,167.22	49%
OPERATING SUPPLIES	164,250	14,095.93	59,986.01	104,263.99	63%
PROFESSIONAL SERVICES	134,200	4,537.26	25,672.11	108,527.89	81%
PRINTING & PUBLICATIONS	3,000	0.00	0.00	3,000.00	100%
REPAIRS & MAINTENANCE	115,000	7,700.59	63,902.67	51,097.33	44%
BIOSOLIDS DISPOSAL	35,000	6,087.50	6,087.50	28,912.50	83%
MONITORING & COMPLIANCE	70,000	2,597.14	37,747.02	32,252.98	46%
TRAINING & MEETINGS	16,000	264.21	5,610.95	10,389.05	65%
UTILITIES	404,650	45,237.23	227,750.28	176,899.72	44%
TOTAL OPERATING	2,527,228	190,902.95	1,341,923.63	1,185,304.37	47%
Engineering Fees	1,211.26				
Legal Fees	0.00				
Auditing Fees	0.00				
Permits	3,326.00				
Miscellaneous	0.00				
	<u>4,537.26</u>				

SEWERAGE COMMISSION - OROVILLE REGION

REVENUE SUMMARY - FISCAL YEAR 2021/2022

DESCRIPTION	Received This Month	Received Through 12.31.21	Unrestricted Funds	Restricted W.C.R.F. Funds	Regulatory & Capital Acct. Funds	Restricted Cap. Outlay Funds	Restricted Ann. M&O Funds	Restricted Fines&Pen. Funds
SERVICE CHARGES	0.00	684,836.25	684,836.25					
SEPTAGE DUMPER:	8,719.16	36,672.34	36,672.34					
EX. PEAK FLOWS	0.00	0.00	0.00					
EX. MO. FLOWS	0.00	0.00	0.00					
OTHER AGENCIES	0.00	17,914.05	17,914.05					
RFC CHARGES	10,355.28	640,965.28				640,965.28		
INTEREST	8,484.69	17,512.66	1,609.44	1,059.19	2,212.80	12,620.02	0.00	11.21
RCA (Rgltty & cap. acct)	0.00	293,501.25			293,501.25			
WCRF	0.00	19,566.75		19,566.75				
TOTALS	27,559.13	1,710,968.58	741,032.08	20,625.94	295,714.05	653,585.30	0.00	11.21

**SEWERAGE COMMISSION - GROVILLE REGION
ACTIVE & INACTIVE CASH - MONTHLY RECAP
FISCAL YEAR 2021/2022**

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Cash - Unrestricted	3,393,318.95	3,180,641.16	3,048,225.09	3,604,012.45	3,467,828.76	3,339,133.74						
Cash - Restricted												
WCRF	785,169.15	785,169.15	785,708.48	805,275.23	805,275.23	805,795.09						
R&CA	1,611,695.10	1,609,185.40	1,526,150.70	1,809,513.71	1,809,513.71	1,805,822.85						
Cap. Outlay	9,785,784.73	9,785,784.73	9,740,812.59	8,586,646.84	9,052,473.14	8,577,003.17						
Annl. M & O	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00						
Fines&Pen	8,470.32	8,470.32	8,476.10	8,476.10	8,476.10	8,481.53						
TOTAL CASH	15,884,438.25	15,669,250.76	15,409,372.96	15,113,924.33	15,443,566.94	14,836,236.38						
INTEREST ALLOCATED:												
Unrestricted												
Reserve/WCRF												
Reserve/CO												
Reserve/M&O												
Reserve/F&P												
Reserve/RCA												
CONSISTING OF:												
Checking Account	1,806,282.75	21,095.26	70,189.49	1,061,740.86	552,383.47	70,052.91						
L.A.I.F. Account	14,078,155.50	15,648,155.50	15,339,183.47	14,052,183.47	14,891,183.47	14,766,183.47						
TOTAL CASH	15,884,438.25	15,669,250.76	15,409,372.96	15,113,924.33	15,443,566.94	14,836,236.38						
% of Funds Invested	88.63%	99.87%	99.54%	92.99%	96.42%	99.53%						

Sewerage Commission - Oroville Region

Bank Reconciliation - Bank of America

Fiscal Year Ended 30 June 2022

BALANCE PER BANK

Ending Balance on Bank Statement	31-Dec-21	80,940.12
Less Outstanding Warrants		(10,887.21)
Equals Adjusted Bank Balance at	31-Dec-21	<u>70,052.91</u>

BALANCE PER BOOKS

Beginning Prior Checkbook Balance	1-Dec-21	<u>552,383.47</u>
Deposits		144,074.44
Less Warrants Written		(566,018.50)
Less Net Payroll Warrants		(60,386.50)
Equals Adjusted Checkbook Balance	31-Dec-21	<u>70,052.91</u>



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	SEWERAGE COMM OROVILLE REGION
Account Number	70-04-001

As of 01/14/2022, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2021.

Earnings Ratio		.00000625812849570
Interest Rate		0.23%
Dollar Day Total	\$	1,355,787,487.66
Quarter End Principal Balance	\$	14,766,183.47
Quarterly Interest Earned	\$	8,484.69



2525 Airpark Dr
Redding, CA 96001-2443
www.jacobs.com

Mr. Glen Sturdevant, Manager/Superintendent
Sewerage Commission – Oroville Region
P.O. Box 1350
Oroville, California 95965

January 12th, 2021

Subject: Progress Report #5– Engineering Services for Task Order No. 36 - Ruddy Creek Lift Station Design

Project No.: D3538600

Dear Glen,

This progress report for engineering services related to the Ruddy Creek Lift Station Design.

Design covers work performed from November 27, 2021 through December 31, 2021. Our invoices for services performed during this period are provided in the associated email.

Work performed during this period includes the following:

- Development and finalization of 60% design
- Submission of 60% design scheduled for 01/11/22.
- Scheduled the 60% Design review meeting for 01/19/22.
- Additional site survey to pick up potholing points on 12/07/21
- On-going project management and administrative tasks.

Schedule Impacts

None at this time.

Cost Impacts

None at this time.

Scope Impacts

None at this time.

If you have any questions regarding this report, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Spanvi'.

Kasra Spanvi
Project Manager
Jacobs



Mr. Glen Sturdevant, Manager/Superintendent
Sewerage Commission – Oroville Region
P.O. Box 1350
Oroville, California 95965

January 3rd, 2021

Subject: Progress Report – General Consulting, and Influent Pump Station Design

Dear Glen,

This progress report for engineering services related to General Consulting and Influent Pump Station Design covers work performed from October 30th through November 26th, 2021. Our invoices for services performed during this period are provided in the associated email.

Work performed during this period includes the following:

- TO 29 – Auxiliary Influent Pump Station
 - Printing costs for conformed documents
- TO 20 – General Consulting
 - Submitted final Riverbend II Capacity Study
- On-going project management and administrative tasks

If you have any questions regarding this progress report, please call me at 650-644-5948.

Regards,

Ted Couch

Ted Couch, P.E.
Project Manager



Primary Influent Pump Station No. 2 Monthly Progress Report – December 2021

To: Glen Sturdevant – SC-OR
Cc: Mikah Salsi – SC-OR
From: Simon Gray – Coleman Engineering
Cody Tom – Coleman Engineering
Jessica Bonham – Coleman Engineering
Date: January 3, 2022
Project: Sewerage Commission of Oroville Region – Primary Influent Pump Station #2
Subject: Construction Phase Monthly Progress Report - December 2021

This monthly progress report summarizes construction activity and progress for the Primary Influent Pump Station No. 2 Contract during the month.

1. Construction Contract Details

- Contract Title: Sewerage Commission – Oroville Region: Primary Influent Pump Station No.2
- Contractor: Gateway Pacific Contractors, Inc.
- Original Contract Price: \$7,171,451.00
- Executed Change Orders to Date: \$0.00
- Current Contract Price: \$7,171,451.00
- Notice-to Proceed: Monday August 23, 2021
- Substantial Completion and Ready For Final Payment: Thursday August 18, 2022.

2. Construction Activity and Progress Against Schedule During the Month

The table below shows tasks from the Contractor’s Construction Schedule since November. Milestones are based on a construction schedule prepared on 8/23/21 by Gateway Pacific.

Task	Scheduled	Completed	Notes
Install 6" Drain Piping @ Primary Clarifier #2	Nov-8		The Contractor has stated that this task is not critical path; they will complete it later. Schedule to be updated.
Install Shoring	Nov-23	Sep-30	
Excavate in Shoring	Dec-9	Oct-19	
Excavate Pond Flow Meter Vault	Dec-9		
Fine Grade/Agg Base under slab on grade (SOG)	Dec-14	Nov-12	
Form/Reinforce/Pour Pond Vault SOG	Dec-16		
Form/Reinforce/Pour Diversion Box SOG	Dec-15 through Dec-29	Dec-3	
Form/Reinforce/Pour Screening Structure SOG	Dec-15 through Dec-29	Dec-3	
Form/Reinforce/Pour Meter Vault SOG	Dec-30 through Jan-13	Dec-3	

Green = Completed on time

Red = Completed behind schedule

The Contractor did not work from Dec-8 through Dec-27 due to rain and equipment problems. The excavation floods during rainstorms and has to be pumped out with a large trailer pump. Time has been lost due to the subsequent pumping out of the stormwater and drying of the excavation base. The Contractor is no longer ahead of schedule. With some tasks being complete ahead of schedule and some not being complete yet, it is estimated that the Contractor is just on schedule for the overall project. However, there is some concern about recent lack of progress and loss of "float" previously gained. We have requested an updated schedule from the Contractor: the Contractor has advised that this will be provided in the first week of January 2022.

3. Construction Issues Resolved During the Month

- As the Contractor was excavating the wet well area deeper than the base of the influent manholes, soil underneath the base of the influent manholes slowly started to be undermined over the course of a few days. The Contractor added more shoring with sheets around the influent manholes. The shoring and sheets were driven into the soil below the elevation of the manhole bases for support. Slurry for the northernmost influent manhole

has already been poured underneath the base of the manhole for support. The southernmost manhole has yet to be supported with slurry.

4. Construction Expenditures vs. Current Contract Price

The Contractor submitted its Application and Certificate for Payment No. 2 on December 10, 2021 in the sum of \$289,750.00. Payment was claimed for dewatering setup, excavating inside shoring pit, forming/reinforcing/pouring diversion vault bases, metering vault bases, and bar screen structure base. The Application was sent to SC-OR on December 13, 2021 for approval. All applications for payment represent payment of 20% of the current contract price.

5. Contractor's Lookahead Schedule

Per the construction schedule prepared on 8/23/21 by Gateway Pacific, the Contractor plans the following construction activities over the next two months:

Task	Scheduled	Notes
Form/Reinforce/Pour Pump Station SOG	Jan-13	
Form/Reinforce/Pour Pump Station Walls	Feb-10	
Form/Reinforce/Pour Screening Structure Walls	Feb-15	
Set Diversion Precast	Feb-15	
Form/Reinforce/Pour Screening Structure Deck	Feb-22	
Install Pond Flow Meter Piping	Feb-22	
Setup/Run Bypass	Feb-23	
Form/Reinforce/Pour Pump Station Top Deck	Feb-24	
Install Piping Between Pump Station and Screening Structure	Feb-24	
Set Pond Vault Precast Walls	Feb-24	
Water Test Diversion Box	Feb-25	
Cut 42" DIP	Feb-25	Piping has been uncovered to show 42" RCP

6. Engineering Expenditure vs. Budget

Coleman Engineering has expended \$130,675 to date for construction contract administration, construction management, project management and construction observation and resident engineer inspection. This represents 17.9 % of the Engineering Services During Construction budget of \$731,051.

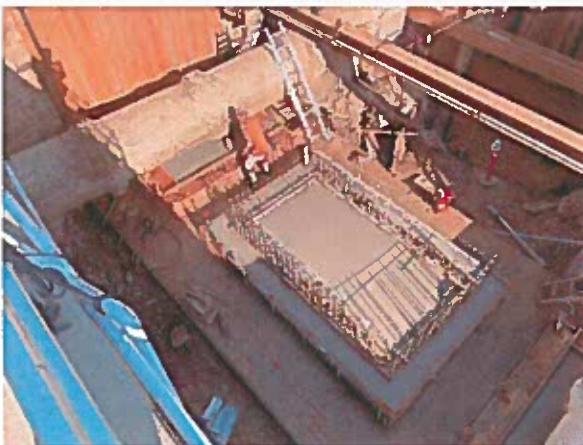
7. Construction Photos



Slurry was poured between existing manhole structure and shoring plates to stabilize the foundation of the manhole after undermined soil was observed.



Proposed Wet Well location excavated below influent manhole bases to proposed base grade and saturated with groundwater.



Concrete is poured in the vault base of Diversion Box 1 and Screening Structure.



Concrete is poured in the vault base of Diversion Box 2 and Metering Vault.



Excavation is flooded after storms with groundwater.

DRAFT SCOPE OF SERVICES IN AN "EXHIBIT A" FORMAT

EXHIBIT A

Scope of Services

Owner/Client: Sewerage Commission of Oroville Region
(SC-OR)

Project: East Interceptor Pipe Repair Project

Project Location: Oroville, CA

Summary of Services: Planning and Design Engineering

Utility Systems: Wastewater Conveyance

Project Background and Description

The Sewerage Commission of Oroville Region (SC-OR) is looking to replace or rehabilitate / repair approximately 1,525 linear feet of its 24-inch dia. vitrified clay pipe (VCP) East Interceptor just upstream of its wastewater treatment plant (WWTP). This section of the interceptor sewer starts at the Lake Oroville Area Public Utility District (LOAPUD) flow meter vault and finishes to the west at the State Line Manholes adjacent to South 5th Avenue. There are five manholes along the route, and a single lateral connection. Manhole separation ranges from 190 to 420 feet.

A 2012 CCTV survey found several cracks in the pipe, and there are some small leaks that contribute to the overall (and significant) Infiltration and Inflow (I & I) that the wastewater treatment plant receives during wet weather. As an example, during a recent November 2021 severe storm the WWTP received flows up to 12 to 13 times its normal Average Dry Weather Flow (ADWF). Typically peak flows at a WWTP of this size on a closed sanitary system should be between just 2 or 3 times the ADWF.

This section of interceptor is located in an easement and routed in part through a neighboring logging yard and its driveway. The SC-OR management team has advised that they would like to rehabilitate the interceptor using a trenchless method, if possible, but is looking for the best technically acceptable, cost-effective solution that minimizes potential disruption to its operations and to its neighbors during construction. That may be a replacement alternative rather than repair or rehabilitation.

SC-OR would like construction work to start in Spring 2022 after the winter rain season when the I&I flow component will be reduced.

EXHIBIT A

Project Definition

SC-OR has requested for “alternative ways to resolve the problem” and “your recommendation to resolve the problem”. As a result, this project includes the identification and evaluation of potential alternatives for both replacement and rehabilitation, including their cost (capital and life-cycle), schedule, installation methods, constructability, need for bypassing, impact on WWTP operations, and public and environmental impacts, etc. A Project Report will be produced detailing the evaluation process and results, leading to the adoption of preferred project(s) by SC-OR that will then be carried forward into final design and bid documents production by Coleman Engineering.

Services and Data to be Provided to Coleman Engineering by Owner / Client

SC-OR has provided limited information and as-built / record drawings to Coleman Engineering (Consultant) for use in developing the following Scope. As additional information is required, Coleman Engineering will make reasonable assumptions for data that is not available. If future information is made available to Coleman Engineering that conflicts with assumptions made for this Scope, additional services and budget may be necessary.

Scope of Services

This Scope of Services is for the planning and design engineering phase of the project detailed above. This Scope of Services is organized under the following six tasks:

- **Task 1 – Project Management**
- **Task 2 – Data Collection and Review**
- **Task 3 – Alternatives Evaluation Process and Criteria**
- **Task 4 – Project Alternatives Identification and Evaluation**
- **Task 5 – Project Report**
- **Task 6 – Final Design**

We have also included an optional Task 7 as we believe it would be beneficial to perform an additional pipeline CCTV inspection, and a manhole inspection per NASSCO PAPC guidelines. The previous CCTV inspection was performed nearly ten years ago, so a new inspection would ensure recommendations can be based on current conditions.

TASK 1 – PROJECT MANAGEMENT

Under Task 1, Coleman Engineering will manage the project by coordinating with the Owner, allocating the resources, and planning and organizing its efforts to maximize the goals of the Owner.

EXHIBIT A

Task 1 includes three sub-tasks:

Task 1.1 - Project Administration. This sub-task includes for administration of the project, and maintenance and update of the project schedule and budget.

Task 1.2 – Project Meetings. Project meetings will consist of bi-weekly 30-minute progress calls, with an initial in-person project kick-off meeting and site visit. A total of 10 such calls is included in the budget. A submittal review workshops is detailed in another task for the draft Project Report. SC-OR comments on the 65%, 90% and 100% Draft submittals will be discussed on these calls under this task. Coleman Engineering will discuss and confirm desired design standards, criteria, and operational goals with the Owner at the kick-off meeting.

Task 1.3 - Quality Management. Quality control will be monitored throughout the entirety of the project. We will peer-review deliverables internally prior to delivery to the Owner in accordance with our company quality assurance / quality control program.

Task 1 Deliverables:

- Monthly invoices and progress reports
- Meeting agendas and notes, with action items lists and decision logs

TASK 2 – DATA COLLECTION AND REVIEW

Task 2.1 – Data Collection and Review. Under this task, we will collect data and information from record drawings detailing initial construction of the VCP, and from previous condition assessment investigations performed by video. We anticipate that most of this information will be provided by SC-OR at the kick-off meeting. As part of this task, we will also collect and review technical and budget cost information provided by manufacturers, suppliers and installation contractors for the potential replacement and rehabilitation techniques.

Other information, as relevant, will be provided by the Owner prior to, or at, the project kick-off meeting:

- Owner’s advised operational constraints, including acceptable shutdown durations for connections and bypassing requirements (duty and standby pumping, standby generator, attendance, security, etc.)
- Owner’s design standards.
- Owner’s previous geotechnical reports, and any available topographical mapping in AutoCAD format.

EXHIBIT A

Task 2 Deliverables:

- Reviewed data and information for use in later tasks.

TASK 3 – ALTERNATIVES EVALUATION PROCESS AND CRITERIA

In Task 3 we will define a two-stage process for the evaluation of the replacement and rehabilitation alternatives:

- An initial 'fatal flaw' analysis.
- A detailed alternatives evaluation process.

Task 3.1 – Initial 'Fatal Flaw' Analysis. Under this task and in conjunction with SC-OR, we will determine those factors that have to be overcome by each alternative (e.g. environmental factors that cannot be mitigated, inability to obtain new easement or right-of-way, operational constraints, etc.)

Task 3.2 – Detailed Alternatives Evaluation Process. This task includes for definition of the detailed alternatives evaluation criteria that will be applied to each replacement and rehabilitation / repair alternative. These will be agreed with SC-OR and include at least:

- Capital costs and life cycle costs.
- Construction schedule.
- Design life / working life extension.
- Ease of, and cost to acquire further easements/ right-of-way.
- Need and extent of bypassing (this will also be reflected in the cost criterion).
- Constructability.
- Environmental impacts.
- Ease of operation and maintenance.
- Geotechnical suitability.
- Ease of permitting.
- Potential for hydraulic improvements, e.g. upsizing, and
- Public impacts during construction.

Task 3 Deliverables:

- Definition of agreed initial 'fatal flaw' and detailed evaluation criteria and process (email memo)

EXHIBIT A

TASK 4 – PROJECT ALTERNATIVES IDENTIFICATION AND EVALUATION

The initial task in Task 4 is to prepare a long list of potential alternatives. Once this list has been agreed with the SC-OR team, the initial fatal flaw criteria will be applied to the list to weed out any non-conforming alternatives. The evaluation of the alternatives that passed the 'fatal flaw' analysis will take place under this task. Once the initial results are available, there will be a workshop with the SC-OR team to review the findings and to determine the sensitivity of the results. At the end of the workshop, the intent is to confirm the preferred solution(s).

Task 4.1 – Identification of Project Alternatives and Initial 'Fatal Flaw' Analysis. A long list of project alternatives will be developed and agreed with SC-OR under this task. We anticipate these to include:

- Replacement – Conventional Open-cut Trench Excavation, Pipelaying and Backfill.
- Replacement – Micro-tunneling / Horizontal Directional Drilling / Jack-and Bore.
- Replacement – Pipe Bursting.
- Trenchless Rehabilitation – Continuous Sliplining with Annular Space Grouting.
- Trenchless Rehabilitation – Sectional Sliplining with Annular Space Grouting.
- Trenchless Rehabilitation – Heat Cured Cured-in-place pipe (CIPP).
- Trenchless Rehabilitation- UV Light Cured Cured-in-place pipe (CIPP).
- Trenchless Rehabilitation – Fold-and Form (Deformed and Reformed) Pipe Liner.
- Chemical Grouting.
- Localized Spot Repairs.
- Manhole Rehabilitation.

The initial 'fatal flaw' analysis will then be applied to the long list and a shortlist of alternatives to undergo detailed alternatives evaluation under Task 4.2 will be agreed with SC-OR.

Task 4.2 – Detailed Evaluation of Project Alternatives. Under Task 4.2, the agreed shortlist of project alternatives from Task 4.1 will be evaluated using the criteria agreed in Task 3. The detailed evaluation will rank each of the alternatives on a numerical scale using each of the evaluation criteria. A weighting will be applied to each of the criteria depending on its perceived importance. The SC-OR team will help determine that importance. The sensitivity of the selected alternative(s) will then be checked by varying the weightings. The evaluation criteria, numerical scales and initial weightings will be agreed with the SC-OR team prior to performing the evaluation in order to prevent the introduction of bias as results are being determined.

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Task 4.3 – Alternatives Evaluation Workshop. Once the initial results are available, there will be a workshop with the SC-OR team to review the findings and to determine the sensitivity of the results. The weighting criteria will be varied in real time to determine if the results are sensitive to small changes in the weightings. At the end of the workshop, the intent is to confirm the preferred replacement or rehabilitation / repair solution(s).

Task 4 Deliverables:

- Long List and Shortlist of Project Alternatives.
- Initial Evaluation results for use at the Alternatives Evaluation Workshop.
- Workshop Agenda.
- Notes of Workshop Findings for use in Task 5.

TASK 5 – PROJECT REPORT

The data obtained and reviewed under Task 2, descriptions of the long list of project alternatives and their advantages and disadvantages, the alternatives evaluation criteria and methodology detailed in Task 3, and the findings of the evaluation defined in Task 4 will be presented in a Project Report prepared under this task.

Task 5.1 – Prepare Draft Project Report. The Project Report will be prepared in draft under this task and submitted to SC-OR for review.

Task 5.2 – Prepare Final Project Report. Following receipt of SC-OR comments, the Project Report will be finalized.

Task 5 Deliverables:

- Draft Project Report (in pdf format).
- Final Project Report (in pdf format with 5 bound hard copies).

TASK 6 – FINAL DESIGN

Final design plans, technical specifications and opinions of probable construction cost will be prepared under this task. Intermediate design submittals will be made at approximately 65% design level-of-completion, 90%, and 100% Draft prior to finalizing bid documents. At each draft submittal, the SC-OR team may review and comment on the design. Coleman Engineering will respond to comments, make edits to the plan set, and submit drawings at the next submittal stage. A table of contents for the technical specifications will be included with the 65% submittal, with full sections included with

EXHIBIT A

later submittals. Design services will include the preparation of an opinion of probable construction cost suitable for assisting SC-OR with setting budgets. A cost opinion will be prepared, stamped and signed, with each submittal consistent with the level of design detail developed.

Task 6.1 – Topographical Mapping and Survey. Coleman Engineering’s sub consultant will perform field surveying and mapping services to support the design effort and prepare topographic mapping for the project. The compiled base mapping shall be based on the NAD83 (2007) horizontal datum, California State Plane Coordinate System, Zone 2 in U.S. Survey Feet and the NAVD88 vertical datum.

Using conventional and GPS survey equipment, surveyors will recover, measure and check survey control points provided by the County and City to establish primary and secondary control points necessary for the topographic and right of way surveys. The base mapping will be developed using conventional survey techniques. The mapping will be prepared using the California Coordinate System of 1983, Zone 2, US Foot units for horizontal and North American Vertical Datum of 1988. A digital terrain model (DTM) will be generated and provided. All mapping and DTM files shall be produced in AutoCAD DWG file compatible with Civil3D 2014 and shall meet County and or / City Standards.

Field surveys will be performed at the approximate right-of-way plus an additional 25’. The surveys will include all manholes, gas valves, ditches, culverts, railings, fences, visible surface improvements, edge of pavement and USA marking, driveways, roadway signs, culverts, mailboxes, utilities, utility poles, trees, and other planimetric features.

The mapping scale shall be prepared for use at a scale of 1”= 40 feet with a ground contour interval of 1 foot and spot elevations shown to support the generated contours. The mapping shall be delivered in both digital and hardcopy in AutoCAD DWG file compatible with Civil3D 2019 formats. The mapping shall follow the County / City standards and shall include legend, bar scale, datum, and benchmark information in the title block.

The site topographic survey will not include any location or depiction of legal boundaries, boundary monumentation, title reports, Record of Survey, nor other legal surveying services.

Task 6.2 – Prepare 65% Design Submittal. Coleman Engineering will make engineering calculations, assumptions, and design decisions necessary to complete the pipeline replacement / rehabilitation design according to SC-OR standards. Key sub-tasks will be dependent on the chosen project(s) but are anticipated to include design to accommodate any conflicting buried utilities, design including tie-in details and construction working areas, staging, sequencing and bypassing requirements. Plans will

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be prepared in 11" x 17" size (half size) for this submittal at a scale not greater than 1 inch = 40 feet. It is anticipated that the plan set will include the following sheets. Sheets are identified by the stages that they are anticipated to be submitted. All sheets will be submitted with the 100% Draft submittal.

Sheet	Title	65%	90%
G1	Cover Sheet (maps, sheet index, signatures)	✓	✓
G2	General Notes	✓	✓
G3	Project Notes, Legends, and Abbreviations	✓	✓
C1	Pipeline Plan and Profile 1	Plan View	✓
C2	Pipeline Plan and Profile 2	Plan View	✓
C4	Pipeline Lateral Connection Details	Plan View	✓
C6	Pipeline Standard Details 1	✓	✓
C7	Pipeline Standard Details 2		✓
C8	Construction Work and Staging Areas	✓	✓
C9	Construction Sequencing Requirements	✓	✓

Technical Specifications will be prepared as a text document separate from the plans. No front-end type bidding or contracting documents will be prepared (Division 0 and Division 1). It is assumed that SC-OR will provide all bidding and contracting documents. SC-OR Standards will be referenced as much as possible but where required, Technical Specifications will be provided from the Coleman Engineering library. It is anticipated that the Technical Specifications may include sections from the following Divisions.

- Division 1 – General Requirements
 - Bid Schedule
 - Definition of Pay Items
 - Submittals
- Division 2 – Existing Conditions
- Division 3 – Concrete
- Division 31 – Earthwork
- Division 32 – Exterior Improvements
- Division 33 – Utilities
- Division 34 – Transportation
- Division 46 – Water and Wastewater Equipment

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The 65% design submittal will include just a table of contents for the technical specifications, with full sections included with later submittals.

Task 6.3 – Prepare 90% Design Submittal. Following receipt of agreed comments from SC-OR on the 65% design submittal, Coleman Engineering will prepare and submit the 90% plans, technical specifications and opinion of probable construction cost.

Task 6.4 – Prepare 100% Draft Design Submittal. Following receipt of agreed comments from SC-OR on the 90% design submittal, Coleman Engineering will prepare and submit the 100% Draft plans, technical specifications and opinion of probable construction cost.

Task 6.5 – Prepare Final Bid Documents. Following receipt of agreed comments from SC-OR on the 100% design submittal, Coleman Engineering will prepare and finalize the Bid Documents.

Task 6 Deliverables:

- Topographical Mapping and Survey in AutoCAD format.
- 65% Draft Plans (pdf files formatted for 11"x17" printing)
- 65% Draft Specifications TOC and Cost Estimate (pdf files)
- 90% Draft Plans (pdf files formatted for 11"x17" printing)
- 90% Draft Specifications and Cost Estimate (pdf files formatted for 11"x17" printing)
- 100% Draft Plans (pdf files formatted for 11"x17" printing)
- 100% Draft Specifications and Cost Estimate (pdf files formatted for 11"x17" printing)
- Final Bid Documents and Opinion of Probable Construction Cost. (pdf files formatted for 11"x17" and 22" x 34" printing)

TASK 7 – ADDITIONAL PIPELINE CCTV INSPECTION AND MANHOLE INSPECTION (OPTIONAL)

This optional task includes for an additional pipeline CCTV inspection, and a manhole inspection per NASSCO PAPC guidelines. The previous CCTV inspection was performed nearly ten years ago, so a new inspection would ensure that recommendations can be based on current conditions. This could be combined with chemical grouting under one mobilization. Costs can be determined in detail if SC-OR is interested. This task will only be performed after SC-OR approval.

Schedule

We understand that SC-OR wants construction to start in the Spring 2022 after the winter rainy season. Based on a Notice-To-Proceed of December 12, 2021, we propose

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the following schedule milestones (assuming a SC-OR submittals review period of 10 working days):

- Draft Project Report: February 4, 2022
- Final Project Report: February 25, 2022
- 65% Design Submittal: March 25, 2022
- 90% Design Submittal: April 29, 2022
- 100% Draft Design Submittal: May 27, 2022
- Final Bid-Ready Documents: June 24, 2022

This schedule may be shortened depending on the preferred solution and the extent of final design, and the use of alternative delivery methods.

Engineering Fee

Coleman Engineering will bill on a Time and Materials basis according to the terms of payment outlined in the Agreement. Coleman Engineering reserves the right to transfer budget between tasks without affecting the total project budget. Coleman Engineering estimates the following budgets will be required to complete the work described above.

Task	Scope Item	Estimated Budget
1	Project Management	\$11,010
2	Data Collection and Review	\$5,428
3	Alternatives Evaluation Process and Criteria	\$5,112
4	Project Alternatives Identification and Evaluation	\$19,992
5	Project Report	\$13,492
6	Final Design	\$81,300
TOTAL ENGINEERING BUDGET =		\$136,335

Assumptions

This Scope of Services is intended to outline the services offered to the Client by Coleman Engineering. The list below is offered as a clarification of assumptions and of services that are not included, not anticipated, or that will be completed by others.

1. Coleman Engineering CAD standards to be used.
2. No contract front end documents will be prepared.
3. Hydraulic modeling is limited to pipeline and pump sizing calculations only.
4. No hydraulic transient analysis for pipelines is included.

December 15, 2021

K&M Butte Development LLC
1011 Parkview Ave., Ste. A
Redding, CA 96001

Re: City of Oroville new sewage connection-interim billing (APN 031-110-037)

Dear Members of the Commission:

My name is Phil Strawn, speaking on behalf of K&M Butte Developers to address my concerns regarding annual sewage charges from the City of Oroville in the amount of \$42,735.12 for new construction of an 81-unit multi-family housing development ("Project") at the 40-60% area median income affordability levels. This Project will not have any impact/activity to the City's sewage system in the current 2021-2022 tax year cycle and I'm requesting these charges be waived and re-assessed until the issuance of temporary certificate of occupancy which is scheduled in the subsequent 2022-2023 tax year cycle.

On December 10, 2021, the City of Oroville's Department of Finance responded to my initial concerns and directed me to the Sewerage Commission – Oroville Region (SCOR) Board Policy No. 7110 and 7200 which were adopted by this Commission to enforce the collection of advance annual sewage fees due upon issuance of sewer permit. However, it remains unclear how these policies are a public benefit and deemed an unnecessary financial barrier to effectively develop affordable housing.

I'm requesting this Commission direct staff to agendize my concern as a recommendation on the next SCOR Board Meeting, as follows:

SCOR Recommendations:

- 1) Approve and authorize Commission Chair to waive all current annual sewage charges on APN 031-110-037 and re-assess annual charges until the issuance of temporary certificate of occupancy which is scheduled in the subsequent 2022-2023 tax year cycle, pursuant to Policy No. 7110, Item 7; and
- 2) Direct staff to prepare language to amend (or repeal and replace) Board Policy No. 7110 and 7200 to allow developers/owners request waiving annual sewage charges once temporary certification of occupancy is achieved.

The public would benefit greatly to have this Commission approve these "developer friendly" recommendations and I look forward to bring more affordable housing development to our community.

Sincerely,



Partner

K&M Butte Development LLC

Environmental Compliance Report

To the SC-OR Commissioners and Staff from Kendra Morgan

January 19, 2022

INDUSTRIAL PRETREATMENT PROGRAM

INSPECTIONS

The dischargers submitted their monthly flow reports for December. RCBS violated their semi-annual BOD limit of 110 mg/L on their tumbling line. The laboratory results they received were 417 mg/L. They have since submitted and implemented a plan of action by:

- Cleaning and flushing their entire tumbling system.
- Retraining their technicians on the proper procedures of wastewater treatment and filter press system requirements
- Utilizing their environmental and engineering teams to deduce the problem to operational errors of the use of their detergent (they suspect the amount of detergent used was outside of operational parameters)
- And retraining their technicians/operators on the detergent measurement and management process.

We have since required RCBS to sample their tumbling line and submit weekly BOD samples for us to run in-house, and all of those samples have been in compliance with their permit limits. Once we have determined that their results are satisfactory and they remain in compliance, we will issue a newspaper announcement for this violation (per the Code of Federal Regulations).

All other dischargers and lines appear to be in compliance with their permits.

ENFORCEMENT

We have requested that RCBS continue to bring us weekly samples from their tumbling line to ensure that their line is working properly and not continuing to violate their BOD limit.

ACTIVITIES

All other operations continued as normal for both the laboratory and environmental areas.

Sewerage Commission - Oroville Region

Monthly Flows Report - December

2021

Name of Agency	Total Monthly Flow (MG)	Average Daily Flow (MG)	Total Peak Flow (MG)	Date of Peak Flow
SC-OR Plant Total	136.924	4.417	17.20	12/13/2021
Lake Oroville Area P.U.D.	41.122	1.327	4.80	12/13/2021
Thermalito Water and Sewer City of Oroville	29.005	0.936	3.02	12/13/2021
	66.797	2.155	9.38	12/13/2021

Septage Pumps 0.1418 Million Gallons/Month

Monthly Rainfall 7.2 Total Inches/Month