

**CUPERTINO SANITARY DISTRICT  
SANITARY BOARD MEETING  
WEDNESDAY, DECEMBER 6, 2023**

**AGENDA**

The meeting will be held in person at 7:00 p.m. in the Stevens Creek Office Center, Suite 100, 20863 Stevens Creek Boulevard, Cupertino, California and via virtual teleconference.

Anyone interested may attend in person, by phone [call 1 (866) 899 - 4679 Conference Access Code: 251566821], or virtually <https://global.gotomeeting.com/join/251566821>.

**1. ROLL CALL**

**2. PUBLIC COMMENTS**

This portion of the meeting is reserved for persons desiring to address the board on any matter not on the agenda. Speakers are limited to three (3) minutes.

All statements requiring a response will be referred to staff for further action. In most cases, state law will prohibit the board from making any decisions with respect to a matter not listed on the agenda.

**3. CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
in accordance with government code section Paragraph (1) of Subdivision (d) of Section 54956.9, existing litigation. Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara and Does 1 through 50 inclusive.

**4. MINUTES**

- A. APPROVAL OF THE MINUTES OF NOVEMBER 15, 2023
- B. APPROVED MINUTES OF NOVEMBER 1, 2023

**5. CORRESPONDENCE**

- A. CITY OF SAN JOSE DEPARTMENT OF PUBLIC WORKS: SANITARY SEWER MASTER PLAN

**6. MEETINGS**

- A. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT TECHNICAL ADVISORY COMMITTEE (TAC) TO BE HELD ON MONDAY, DECEMBER 11, 2023
- B. REGULAR MEETING OF THE SAN JOSE/SANTA CLARA TREATMENT PLANT ADVISORY COMMITTEE (TPAC) TO BE HELD ON THURSDAY, DECEMBER 14, 2023

**7. REPORTS**

- A. SANTA CLARA COUNTY SPECIAL DISTRICTS ASSOCIATION (SCCSDA) REGULAR MEETING HELD ON MONDAY, DECEMBER 4, 2023

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**8. UNFINISHED BUSINESS**

- A. BACWA-EBMUD MEMBERSHIP

**9. NEW BUSINESS**

- A. CRISTO REY PUMP STATION EQUIPMENT PROCUREMENT

**10. STAFF REPORT**

- A. FUTURE DEVELOPMENT PROJECTS
  - 1. Pumpkin Fiesta Storm Drain
  - 2. Future Development Summary

**11. CALENDAR ITEMS**

- A. CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) 2024 WINTER CONFERENCE, JANUARY 24-26, 2024, IN PALM SPRINGS, CA
- B. NEXT REGULAR DISTRICT BOARD MEETING IS TO BE HELD ON WEDNESDAY, DECEMBER 20, 2023

**12. ADJOURNMENT**

# Item 4.A.

## CUPERTINO SANITARY DISTRICT BOARD MEETING WEDNESDAY, NOVEMBER 15, 2023

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

### 1. ROLL CALL:

President Kwok called the meeting to order, and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Board Members present: Angela S. Chen, Patrick S. Kwok, David A. Doyle, and William A. Bosworth. Director Taghi S. Saadati was on excused absence.

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: None

### 2. PUBLIC COMMENTS:

There were none.

### 3. CLOSED SESSION:

There was none.

### 4. MINUTES:

#### A. Approval of the Minutes of November 1, 2023

On a motion by Director Bosworth, seconded by Director Chen, by a vote of 4-0-0, the minutes of the regular meeting held on Wednesday, November 1, 2023, were approved as written.

#### B. Approved Minutes of October 18, 2023

By consensus, the Minutes of Wednesday, October 18, 2023, are to be Noted & Filed.

#### C. Payment of Bills and Approval of Financial Statements

The Board discussed the benefits of remaining a member of Bay Area Clean Water Agencies (BACWA). Staff is to investigate the benefits and report back to the Board at the next regular meeting. After review and discussion by the Board, on motion by Director Doyle, seconded by President Kwok, by a vote of 4-0-0, the financial statements and payment of bills for October were approved, with exception of Warrant No. 19807, BACWA-EBMUD.

#### D. Director's Monthly Timesheets

The Board submitted their November timesheets to Manager Porter.

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5. CORRESPONDENCE:

- A. The Board reviewed a letter from the City of San Jose titled Timetable for Completion of 2024-2025 Revenue Program. It is to be Noted & Filed.

6. MEETINGS:

- A. Director Bosworth plans to attend the regular meeting of the Santa Clara County Special Districts Association (SCCSDA) to be held on Monday, December 4, 2023.
- B. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held Monday, December 11, 2023.
- C. President Kwok plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, December 14, 2023.

7. REPORTS:

- A. District Administrative Clerk Martinez reported on the California Special Districts Association 2023 Board Secretary/Clerk Conference held November 6-8, 2023, in Monterey, CA. Topics included updates to the Brown Act, Records Retention, and best practices for conducting meetings via video.

8. UNFINISHED BUSINESS:

There was none.

9. NEW BUSINESS:

- A. California Association of Sanitation Agencies (CASA) 2024 Winter Conference, January 24-26, 2024, in Palm Springs, CA.

Directors Chen and Saadati, Counsel Hynes, and Manager Porter plan to attend the CASA conference.

10. STAFF REPORTS:

- A. Wolfe Road Sewer Relocation

Manager Porter presented a summary to the Board.

- B. Future Development Projects

Manager Porter reported to the Board.

- C. Maintenance Summary

Manager Porter reported to the Board.

CUPERTINO SANITARY DISTRICT BOARD MEETING  
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11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, December 6, 2023.

Director Doyle will be absent from the December 6, 2023 meeting.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:51 p.m. the meeting was adjourned.

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Secretary of the Sanitary Board

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President of the Sanitary Board

CUPERTINO SANITARY DISTRICT BOARD MEETING  
WEDNESDAY, NOVEMBER 1, 2023

The Sanitary Board of the Cupertino Sanitary District convened this date at 7:00 p.m. This meeting was conducted at the District office at 20863 Stevens Creek Blvd, Suite 100, Cupertino. Participation was also available via videoconference.

## 1. ROLL CALL:

President Kwok called the meeting to order, and the following proceedings were had to wit: Roll call was taken, with the following members in attendance:

Board Members present: Angela S. Chen, Patrick S. Kwok, Taghi S. Saadati, and William A. Bosworth. Director David A. Doyle attended via video conference.

Absent: None

Staff present: District Manager Benjamin Porter, District Administrative Clerk Frankie Martinez, and Counsel Marc Hynes.

Public Present: None

## 2. PUBLIC COMMENTS:

There were none.

## 3. CLOSED SESSION:

There was none.

## 4. MINUTES:

### A. Approval of the Minutes of October 18, 2023

On a motion by Director Saadati, seconded by Director Bosworth, by a vote of 5-0-0, the amended minutes of the regular meeting held on Wednesday, October 18, 2023, were approved.

### B. Approved Minutes of October 4, 2023

By consensus, the Minutes of Wednesday, October 4, 2023 are to be Noted & Filed.

## 5. CORRESPONDENCE:

There was none.

## 6. MEETINGS:

### A. Manager Porter plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Technical Advisory Committee (TAC) to be held Monday, November 6, 2023.

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- B. Director Chen plans to attend the regular meeting of the San Jose/Santa Clara Treatment Plant Advisory Committee (TPAC) to be held on Thursday, November 9, 2023.

7. REPORTS:

There were none.

8. UNFINISHED BUSINESS:

There was none.

9. NEW BUSINESS:

- A. VTA Agreement Amendment

Manager Porter reported on the amendment to the Valley Transportation Authority (VTA) agreement. A roll call vote was taken. On a motion by Director Saadati, seconded by Director Bosworth, by a vote of 5-0-0, the Board approved the amendment to the agreement.

10. STAFF REPORTS:

- A. Pump Station Rehabilitation Project

Manager Porter reported. There was no Board action.

- B. Future Development Projects

Manager Porter reported. A roll call vote was taken. On a motion by Director Saadati, seconded by Director Chen, by a vote of 5-0-0, the Board approved replacement of 35 feet of sewer mainline pipe along September Drive.

11. CALENDAR ITEMS:

The next regular District Board meeting is scheduled to be held on Wednesday, November 15, 2023.

Director Saadati will be absent from the November 15, 2023 meeting. President Kwok will review the financials in his place.

12. ADJOURNMENT:

On a motion properly made and seconded, at 7:39 p.m. the meeting was adjourned.

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Secretary of the Sanitary Board

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President of the Sanitary Board

## Item 5.A.

**From:** Chang, Wilton <[wilton.chang@sanjoseca.gov](mailto:wilton.chang@sanjoseca.gov)>  
**Sent:** Tuesday, November 14, 2023 9:01 AM  
**To:** Benjamin Porter <[bporter@markthomas.com](mailto:bporter@markthomas.com)>  
**Subject:** CSJ Sanitary Sewer Master Plan Phase III Report for CuSD, CSD 2 - Request for Review

Ben:

This is Wilton with the City of San José, Department of Public Works, Sanitary Sewer Master Planning group. I'm reaching out to individuals within the City and external agencies, including Cupertino Sanitary District (CuSD) and County Sanitation District 2-3 (CSD 2-3) who might be interested in commenting on Sanitary Sewer Master Plan Phase III report. The last report for Phase II was published in 2013.

The Sanitary Sewer Master Plan Phase III report, which identifies 70 sanitary sewer collection system capacity improvement projects, is available for review at the SharePoint link below. Appendix A, which includes a visual representation and program-level cost estimate of each of the 70 identified phase III projects, is also available for review:  [MPP3 ExternallyShared CuSD and CSD 2-3](#)

Topics of interest to CuSD may include: System performance criteria; design criteria; and identified sewer capacity improvement projects that may benefit CuSD (i.e., projects **FSR-19 and FSR-26** that are described in more detail in Appendix A)

Topics of interest to CSD 2 may include: System performance criteria; design criteria; and identified sewer capacity improvement projects that may benefit CSD 2 (i.e., projects **KSA-12, KSA-14 and KSA-15** that are described in more detail in Appendix A)

Please let me know if CuSD and CSD 2 would be interested in commenting on the report or if you have any questions in the meantime. I'd appreciate comments directly on the report or appendix by **Tuesday, December 19, 2023**, if possible. If I've reached the wrong point of contact for either agency, please advise.

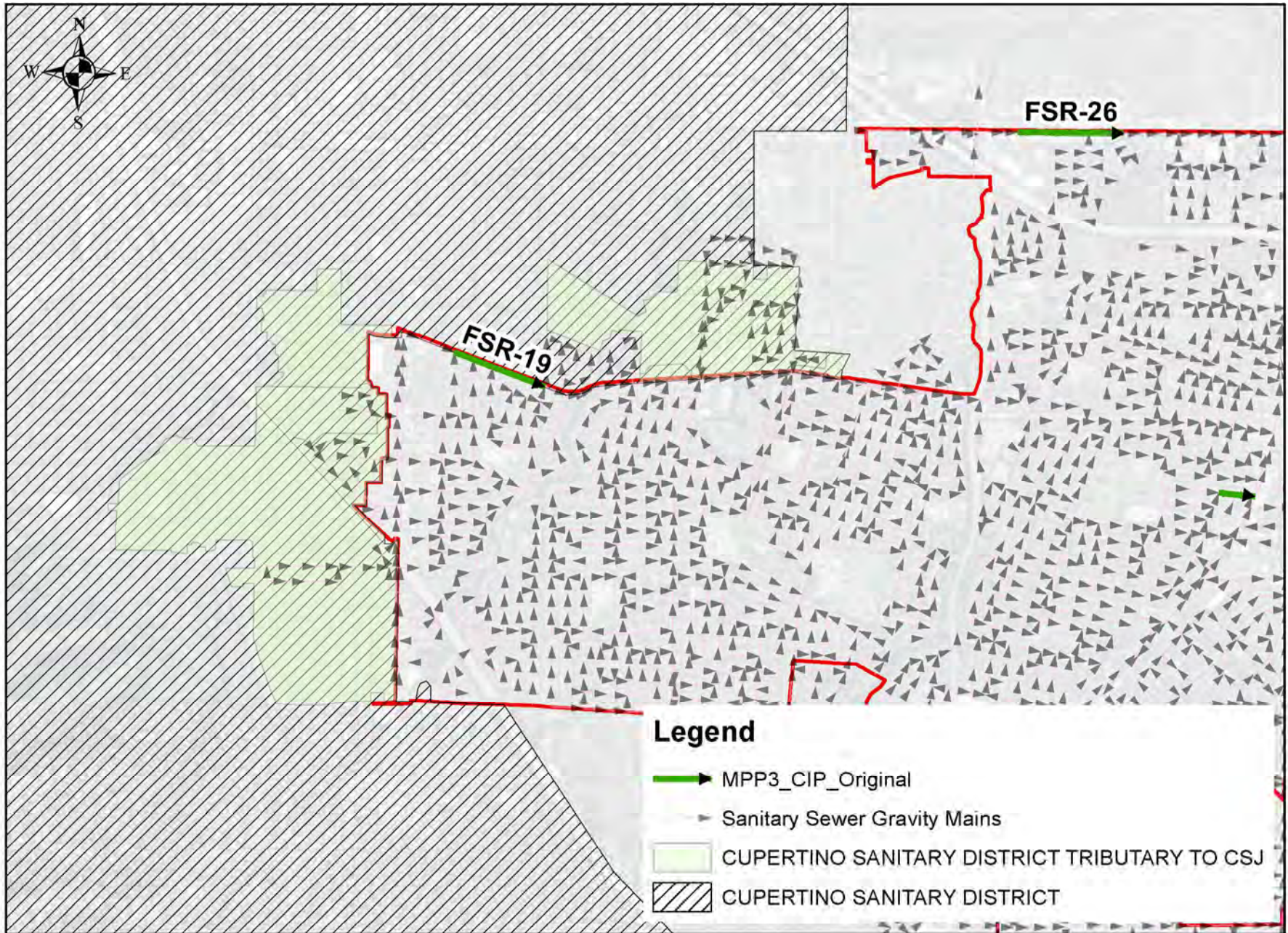
Best regards,

Wilton Chang | Associate Engineer  
City of San José | Public Works  
Transportation & Hydraulic Services Division  
Sanitary Master Planning  
200 E Santa Clara St, 6<sup>th</sup> Floor Tower  
San José, CA 95113  
P: (408) 535-8458





 Please consider the environment before printing this email. Thank you.



# Cupertino Sanitary District



## Legend

-  MPP3\_CIP\_Original
-  Sanitary Sewer Gravity Mains
-  CUPERTINO SANITARY DISTRICT TRIBUTARY TO CSJ
-  CUPERTINO SANITARY DISTRICT

0 0.4 0.8 1.6 Miles



# Memo

Item 8A

**To: Board of Directors**  
**From: Benjamin T. Porter, District Manager-Engineer**  
**Date: December 6, 2023**  
**Re: Bay Area Clean Water Agencies**

***Background:***

The Cupertino Sanitary District received an invoice from the Bay Area Clean Water Agencies (BACWA) on October 31, 2023. It was discussed at the November 15 board meeting. Directors requested more information regarding what the agency does and who the members are.

***Summary:***

BACWA is a local government agency created by a Joint Powers agreement in 1984. BACWA has three levels of membership: Principal Members, Associate Members, and Affiliate Members. For a complete list of BACWA members, see attachment 1. The membership levels correspond to the relative size of the agency and consists of nearly all wastewater collection treatment agencies in the Bay Area. It is a veritable who's who of Bay Area sanitation agencies. The Principal Members are Central Contra Costa Sanitary District (CCCSD, Central San), City and County of San Francisco Public Utilities Commission (SFPUC), City of San Jose, East Bay Dischargers Authority (EBDA) and East Bay Municipal Utility District (EBMUD). Cupertino Sanitary District, County Sanitation District 2-3, West Valley Sanitary District, and the City of Milpitas are all Affiliate Members.

BACWA assists agencies in carrying out mutually beneficial projects and to facilitate the development of scientific, economic, and other information about the San Francisco Bay environment. One of its current endeavors is to hire a consultant to develop a guidance manual for the upcoming updates to local Sewer System Management Plans (SSMPs) after implementation of the new Waste Discharge Requirements (WDRs). BACWA has also been sponsoring training sessions on all aspects of the WDR implementation in the Bay Area. The request for proposals (RFP) for that project is attached.

BACWA holds monthly meetings on key topics relevant to Bay Area wastewater agencies. The agenda for the November meeting is attached.

**Attachments:**

1. About BACWA and list of members (from website)
2. RFP for SSMP Implementation Guidance
3. BACWA Collection Systems Committee Agenda (11/16/2023)



## ABOUT BACWA

The Bay Area Clean Water Agencies (BACWA) is a local government agency created by a joint powers agreement in 1984. Our membership includes local clean water agencies that provide sanitary sewer services to the more than seven million people living in the nine county San Francisco Bay Area. BACWA was founded, and continues, to assist agencies in carrying out mutually beneficial projects, and to facilitate the development of scientific, economic and other information about the San Francisco Bay environment and the agencies that work to protect it and public health.



BACWA is governed by a five person [Executive Board](#) comprised of one representative from each of the joint powers agreement signatory agencies: [Central Contra Costa Sanitary District](#), [East Bay Dischargers Authority](#), [East Bay Municipal Utility District](#), the [City and County of San Francisco](#), and the [City of San Jose](#). The Executive Board meets monthly and is responsible for ensuring that the agency is fiscally responsible to its members; that BACWA activities align with the agency's founding purpose and members' needs; and that it has the technical, legal and other support necessary to fulfill its mission.

BACWA's operations are guided by a [Strategic Plan](#). BACWA members support [seven active committees and two information-sharing groups](#). These committees and groups facilitate communication about key issues affecting the municipal wastewater community, keep agency staff apprised of important regulatory and policy developments, and provide a venue for establishing regional collaboration.

BACWA is committed to serving its member agencies and helping them protect the San Francisco Bay environment. Through BACWA committees and the use of technical experts, BACWA provides its members with region-specific information about regulatory and utility management concerns and facilitates the pooling and leveraging of member resources, talent, and expertise. As the regional "voice" for Bay Area clean water agencies, BACWA strives to ensure that the region's needs and concerns are clearly communicated at regional, state, and national forums. We pursue collaborative partnerships and



projects that help members fulfill regulatory requirements and conserve resources while also benefiting the San Francisco Bay and its residents.

BACWA members working collaboratively with Regulators during our annual retreat in 2019.

### SIGN UP FOR OUR NEWSLETTER

SUBMIT

### COMMITTEE GROUPS

SUBMIT

[TERMS](#) [PRIVACY STATEMENT](#) [REGISTER](#) [LOGIN](#)



# BACWA MEMBERS

## PRINCIPAL MEMBERS



### CENTRAL CONTRA COSTA SANITARY DISTRICT (CCCSD)

Central Contra Costa Sanitary District is a utility dedicated to protecting the public health and the environment by collecting and treating wastewater and returning clean water to the environment.

Central San is working to meet the wastewater collection and treatment needs of the community while solving critical water pollution and water resource problems. Through a comprehensive pollution prevention effort, a safe disposal program for toxics and the growing use of recycled water, Central San protects the environment and our precious water resources.

[View CCCSD's Website](#)



### CITY AND COUNTY OF SAN FRANCISCO PUBLIC UTILITIES COMMISSION (SFPUC)

The San Francisco Public Utilities Commission (SFPUC) is a department of the City and County of San Francisco that provides water, wastewater, and municipal power services to San Francisco. Under contractual agreement with 29 wholesale water agencies, the SFPUC also supplies water to 1.6 million additional customers within three Bay Area counties. The SFPUC system provides four distinct services: Regional Water, Local Water, Clean Water (wastewater collection, treatment and disposal), and Power.

The clean water system provides the City with wastewater collection, treatment and disposal. The wastewater collection, treatment and disposal system consists of a combined sewer system

(which collects both sewer and storm water), three water pollution control plants and effluent outfalls to the San Francisco Bay and Pacific Ocean. The combined sewer system reduces pollution in the San Francisco Bay and Pacific Ocean by treating urban runoff that would otherwise flow to the Bay and Ocean. The collection system consists of approximately 900 miles of underground pipes throughout the City.

The SFPUC treats and discharges approximately 84 million gallons per day of treated wastewater during dry weather to the San Francisco Bay and Pacific Ocean. During wet weather, with additional facilities and increased operations, the plants can treat approximately 465 million gallons of combined flows per day.

[View SFPUC's Website](#)



## CITY OF SAN JOSE (CSJ)

Working with our community to conserve natural resources and safeguard the environment for future generations.

The San Jose/Santa Clara Water Pollution Control Plant is one of the largest advanced wastewater treatment facilities in California. It treats and cleans the wastewater of over 1,500,000 people that live and work in the 300-square mile area encompassing San Jose, Santa Clara, Milpitas, Campbell, Cupertino, Los Gatos, Saratoga, and Monte Sereno.

The Water Pollution Control Plant has the capacity to treat 167,000,000 gallons of wastewater per day. It is located in Alviso, at the southernmost tip of the San Francisco Bay. Originally constructed in 1956, the Plant had the capacity to treat 36,000,000 gallons of water per day and only provided primary treatment. In 1964, the Plant added a secondary treatment process to its system. In 1979, the Plant upgraded its wastewater treatment process to an advanced, tertiary system.

[View CSJ's Website](#)



## EAST BAY DISCHARGERS AUTHORITY (EBDA)

EBDA is a joint powers agency of five local agencies in Alameda, CA which was formed to collectively manage the wastewater treatment and disposal of the member agencies listed below.

EBDA serves a population of 800,000 and also provides service to Pleasanton, Dublin, and Livermore through an agreement with Livermore-Amador Valley Water Management Agency (LAVWMA).

- City of San Leandro
- Oro Loma Sanitary District
- Castro Valley Sanitary District
- City of Hayward
- Union Sanitary District

[View EBDA's Website](#)



## **EAST BAY MUNICIPAL UTILITY DISTRICT (EBMUD)**

EBMUD's mission is to manage the natural resources with which the District is entrusted; to provide reliable, high quality water and wastewater services at fair and reasonable rates for the people of the East Bay; and to preserve and protect the environment for future generations.

EBMUD supplies water and provides wastewater treatment for parts of Alameda and Contra Costa counties on the eastern side of San Francisco Bay in northern California. EBMUD is a publicly owned utility formed under the Municipal Utility District Act passed by the California Legislature in 1921.

EBMUD's water system serves approximately 1.3 million people in a 325-square-mile area extending from Crockett on the north, southward to San Lorenzo (encompassing the major cities of Oakland and Berkeley), eastward from San Francisco Bay to Walnut Creek, and south through the San Ramon Valley. Our wastewater system serves approximately 640,000 people in an 83-square-mile area of Alameda and Contra Costa counties along the Bay's east shore, extending from Richmond on the north, southward to San Leandro.

[View EBMUD's Website](#)

# ASSOCIATE MEMBERS



## CENTRAL MARIN SANITATION AGENCY (CMSA)

Jason Dow  
1301 Andersen Drive  
San Rafael, CA 94901

[View CMSA's Website](#)

## CITY OF PALO ALTO

Karin North  
Palo Alto RWQCP  
2501 Embarcadero Way  
Palo Alto, CA 94303

[View City of Palo Alto's Website](#)

## CITY OF SAN MATEO

Rob Learmonth  
330 20th Ave.  
San Mateo, CA 94403

[View City of San Mateo's Website](#)

## CITY OF SUNNYVALE

1444 Borregas Avenue  
Sunnyvale, CA 94088-3707

Melody Tovar, Regulatory Programs Division Manager

[View City of Sunnyvale's Website](#)

## DELTA DIABLO

2500 Pittsburg-Antioch Highway  
Antioch, CA 94509-1373

Vince De Lange, General Manager



[View Delta Diablo's Website](#)

## **DUBLIN-SAN RAMON SERVICES DISTRICT (DSRSD)**

7051 Dublin Blvd.  
Dublin, CA 94568

Jeff Carson, Operations Manager

[View DSRSD's Website](#)

## **FAIRFIELD-SUISUN SEWER DISTRICT (FSSD)**

1010 Chadbourne Road  
Fairfield, CA 94585

Talyon Sortor

[View FSSD's Website](#)

## **NAPA SANITATION DISTRICT**

1515 Soscol Ferry Road  
Napa, CA 94558

Timothy B. Healy – General Manager

[View Napa Sanitation District's Website](#)

## **SILICON VALLEY CLEAN WATER (SVCW)**

Comprised of these agencies:

- City of Belmont
- City of Redwood City
- City of San Carlos
- West Bay Sanitary District

1400 Radio Road  
Redwood City, CA 94065

Teresa Herrera

[View SVCW's website](#)

## **SOUTH SAN FRANCISCO – SAN BRUNO WATER QUALITY CONTROL PLANT**

195 Belle Air Road  
South San Francisco, CA 94080

Brian Schumacker – Plant Superintendent

[View website](#)

## **VALLEJO FLOOD AND WASTEWATER DISTRICT**

450 Ryder Street  
Vallejo, CA 94590

Melissa Morton, District Manager

[View website](#)

## **WEST COUNTY WASTEWATER DISTRICT (WCWD)**

2910 Hilltop Drive  
Richmond, CA 94806

Aaron Winer, Water Quality & Resource Recovery Manger

[View WCWD website](#)

## **AFFILIATE MEMBERS**

### **CITY OF AMERICAN CANYON**

Public Works Department  
205 Wetlands Edge Road  
American Canyon, CA 94503

Jay Atkinson, Water Reclamation Operations Manager

[View City of American Canyon website](#)

## **CITY OF ALAMEDA**

950 West Mall Square  
Alameda, CA 94501

Erin Smith

## **CITY OF ALBANY**

1000 San Pablo Ave.  
Albany, CA 94706

Mark Hurley

[Visit City of Albany's website](#)

## **CITY OF ANTIOCH**

1201 W 4th St.  
Antioch, CA 94509

Brandon Chalk, CS Supervisor

## **CITY OF BELMONT**

Department of Public Works  
City of Belmont  
1 Twin Pine Lane  
Suite 385  
Belmont, CA

Bozahena Palatnik

## **CITY OF BENICIA**

100 Water Way  
Benicia, CA 94510

Jeff Gregory

## **CITY OF BERKELEY**

Department of Public Works, Engineering Division  
1947 Center St, 4th Floor  
Berkeley, CA 94704

Daniel Akagi

## **CITY OF BRISBANE PUBLIC WORKS**

50 Park Place  
Brisbane, CA 94005

Jerry Flanagan

## **CITY OF BURLINGAME WWTP**

1103 Airport Blvd.  
Burlingame, CA 94010

Syed Murtuza, P.E. Director of Public Works

[Visit the City of Burlingame's website](#)

## **CITY OF CALISTOGA**

1232 Washington Street  
Calistoga, CA 94515

Derek Rayner, Public Works Director, City Engineer

[Visit City of Calistoga's website](#)

## **CITY OF FAIRFIELD**

2900 Vista Grande

Fairfield, CA 94534

Stuart Hamilton, Water Treatment Manager

[Visit City of Fairfield's website](#)

## **CITY OF LIVERMORE**

101 West Jack London Boulevard  
Livermore, CA 94551

[View City of Livermore's Website](#)

## **CITY OF MILLBRAE**

621 Magnolia Avenue  
Millbrae, CA 94030

Jane Kao, Acting Public Works Director

[Visit City of Millbrae's website](#)

## **CITY OF MILPITAS**

455 East Calaveras Blvd  
Milpitas, CA 95035

Elaine Marshall, Deputy Public Works Director

[Visit City of Milpitas's website](#)

## **CITY OF MOUNTAIN VIEW**

231 North Whisman Road  
Mountain View, CA 94043-3911

Mike Mulhearn, Wastewater Supervisor

## **CITY OF OAKLAND**

City of Oakland  
250 Frank Ogawa Plaza Suite 4314  
Oakland, CA 94612-2033

Jimmy Mach, Division Manager

## **CITY OF PACIFICA**

170 Santa Maria Avenue  
Pacifica, CA 94044

Maria Aguilar  
Deputy Director of Public Works-Wastewater

## **CITY OF PETALUMA**

22 Bassett Street  
Petaluma, CA 94952

Matthew Pierce, Water Recycling Plant Operations Supervisor

## **CITY OF PIEDMONT**

120 Vista Avenue  
Piedmont, CA 94611

Daniel Gonzales, Director of Public Works

## **CITY OF PINOLE-HERCULES**

2131 Pear Street  
Pinole, CA 94564

Josh Binder, Plant Manager

## **CITY OF PLEASANTON**

P.O. Box 520  
Pleasanton, CA 94588

Tamara Baptista, Interim Director of Operations and Water Utilities

[Visit the City of Pleasanton's website](#)

## **CITY OF REDWOOD CITY**

1400 Broadway  
Redwood City, CA 94062

Robin Kim  
Public Works Superintendent, Wastewater

[Visit the Redwood City's website](#)

## **CITY OF RICHMOND WPCP**

Veolia Water North America Operating Services, LLC 601 Canal Blvd.  
Richmond, CA 94804

Aaron Winer

## **CITY OF SAN BRUNO**

225 Huntington Ave  
San Bruno, CA 94066

Dennis Bosch, Field Supervisor

## **CITY OF SAN CARLOS**

600 Elm Street  
San Carlos, CA 94070

Steven J. Machida, Director of Public Works

[Visit City of San Carlos' website](#)

## **CITY OF ST. HELENA**

1480 Main Street  
St. Helena, CA 94574

Mark Rincon-Iberra, Public Works Director

## **CROCKETT COMMUNITY SERVICES DISTRICT**

P.O. Box 578  
Crockett, CA 94525

Gaunt Murdock, General Manager

## **CUPERTINO SANITARY DISTRICT**

20833 Stevens Creek Blvd, Suite 104  
Cupertino, CA 95014

Benjamin T. Porter, District Manager-Engineer

[Visit the Cupertino Sanitary District's website](#)

## **LAS GALLINAS VALLEY SANITATION DISTRICT (LGVSD)**

300 Smith Ranch Road  
San Rafael, CA 94903

Curtis Paxton

## **MT. VIEW SANITARY DISTRICT (MVSD)**

P.O. Box 2757  
Martinez, CA 94553

Lilia Corona

## **NORTH SAN MATEO SANITATION DISTRICT (NSMSD)**

153 Lake Merced Boulevard  
Daly City, CA 94015

Cynthia Royer

## **NOVATO SANITARY DISTRICT**

500 Davidson Street  
Novato, CA 94945

Sandeep Karkal

## **RODEO SANITARY DISTRICT**



800 San Pablo Avenue  
Rodeo CA 94572

Steven Beall

## **SAN FRANCISCO INTERNATIONAL AIRPORT (SFIA)**

P.O. Box 8097  
San Francisco, CA 94128

Jennifer Acton/Bill Zolan

## **SAN MATEO COUNTY, DEPARTMENT OF PUBLIC WORKS**

555 County Center 5th Floor  
Redwood City, CA 94063

Mark Chow, Principal Civil Engineer

## **ROSS VALLEY SANITARY DISTRICT**

2960 Kerner Boulevard  
San Rafael, CA 94901

Steve Moore, General Manager

[Visit Ross Valley Sanitary District's website](#)

## **SANITARY DISTRICT OF MARIN COUNTY NO. 2 (CORTE MADERA)**

300 Tamalpais Dr.  
Corte Madera, CA 94925

R.J. Suokko, District Manager

[Visit Sanitary District of Marin County No.2's website](#)

**SANITARY DISTRICT OF MARIN COUNTY NO. 5  
(TIBURON)**

P.O. Box 227  
Tiburon, CA 94920

Tony Rubio

**SANTA CLARA COUNTY SANITATION DISTRICT  
NO. 2-3**

90 Archer Street  
San Jose, CA 95112

Richard Tanaka

**SAUSALITO/MARIN CITY SANITARY DISTRICT  
(SMCSD)**

#1 Fort Baker Road  
P.O. Box 39  
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Jeffrey Kingston

**SEWERAGE AGENCY OF SOUTHERN MARIN  
(SASM)**

450 Sycamore Avenue  
Mill Valley, CA 94941

Mark Grushayev

**SEWER AUTHORITY MID-COASTSIDE (SAM)**

P.O. Box 3100  
Half Moon Bay, CA 94019

Beverli Marshall

General Manager

## **SONOMA COUNTY WATER AGENCY (SCWA)**

404 Aviation Blvd.  
Santa Rosa, CA 95403

<http://www.scwa.ca.gov/>

Pam Jeane

## **STEGE SANITARY DISTRICT (SSD)**

7500 Schmidt Lane  
El Cerrito, CA 94530

Rex Delizo – General Manager

## **TAMALPAIS COMMUNITY SERVICES DISTRICT (TCSD)**

305 Bell Lane  
Mill Valley, CA 94941

Heather Abrams, General Manager

[Visit Tamalpais Community Services District](#)

## **TOWN OF YOUNTVILLE**

6550 Yount Street  
Yountville, CA 94599

Don Moore

## **WEST BAY SANITARY DISTRICT**

500 Laurel Street  
Menlo Park, CA 94025

Sergio Ramirez – District Manager

## **WEST VALLEY SANITATION DISTRICT (WVSD)**

100 E. Sunnyoaks Avenue  
Campbell, CA 95008

John Newby

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Support for BACWA  
Collection Systems Committee  
– Updated Guidance for Sewer  
System Management Plans  
(SSMPs)

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Bay Area Clean Water Agencies (BACWA)  
Request for Qualifications

8/23/2023

# Request for Qualifications

## *Support for BACWA's Collection Systems Committee – Updated Guidance for Sewer System Management Plans (SSMPs)*

### **Introduction**

The Bay Area Clean Water Agencies (BACWA) is a regional organization created by a joint powers agreement among the five largest wastewater treatment agencies in the San Francisco Bay Area. BACWA represents Bay Area wastewater agencies by undertaking relevant scientific and technical studies and research, and by participating in the development of national, state, and regional policies. BACWA has several committees that provide a venue for our member agencies to meet and discuss issues of common importance.

One of BACWA's key committees is the Collection Systems Committee. The Collection System Committee serves as the focal point for dealing with regulatory issues related to collection systems. The Collection Systems Committee also provides a forum for sharing information amongst agencies about best practices regarding sewer system operations and maintenance, planning, engineering, management, training, safety, and related activities.

BACWA seeks the services of an individual(s), a firm, or team (Consultant) to provide support for the Collection Systems Committee. The Consultant will develop an updated guidance document regarding the development and updating of Sewer System Management Plans (SSMPs). BACWA has budgeted \$50,000 in FY24 for services to the Collection Systems Committee to complete the Scope of Work described below.

### **Background Information on SSMPs**

All sewer systems enrolled in the statewide General Order for Sanitary Sewer Systems (Order [WQ 2022-0103-DWQ](https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2022/wqo_2022-0103-dwq.pdf)<sup>1</sup>) are required to maintain an SSMP. The General Order requires enrollees to prepare an updated SSMP every six years. The requirements for an SSMP were originally listed in State Water Resources Control Board Order No. [2006-0003-DWQ](https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf)<sup>2</sup>, Provision 14. BACWA previously contributed to SSMP guidance materials, including the most recent version from 2015, "[A Guide for Developing and Updating of Sewer System Management Plans \(SSMPs\)](https://www.waterboards.ca.gov/water_issues/programs/sso/docs/ssmp_guidance_091015.pdf)"<sup>3</sup>. As of June 2023, the required elements of an SSMP have substantially changed. Updated requirements are found in Attachment D of the General Order ("Sewer System Management Plan – Required Elements"). Because the regulatory requirements for SSMPs have changed, the BACWA Collection Systems Committee is supporting the development of updated guidance materials for its members and other enrollees around the state.

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<sup>1</sup> State Water Resources Control Board Order WQ 2022-0103-DWQ became effective on June 5, 2023 and is available online at [https://www.waterboards.ca.gov/board\\_decisions/adopted\\_orders/water\\_quality/2022/wqo\\_2022-0103-dwq.pdf](https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2022/wqo_2022-0103-dwq.pdf)

<sup>2</sup> State Water Resources Control Board Order No. 2006-0003-DWQ is no longer effective as of June 5, 20023, but is available online at [https://www.waterboards.ca.gov/board\\_decisions/adopted\\_orders/water\\_quality/2006/wqo/wqo2006\\_0003.pdf](https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf)

<sup>3</sup> "A Guide for Developing and Updating of Sewer System Management Plans (SSMPs)," September 2015. Available online at [https://www.waterboards.ca.gov/water\\_issues/programs/sso/docs/ssmp\\_guidance\\_091015.pdf](https://www.waterboards.ca.gov/water_issues/programs/sso/docs/ssmp_guidance_091015.pdf)

## Proposed Scope of Work

BACWA's proposed scope of work is shown below. A final scope of work will be negotiated with the selected consultant.

**Task 1. Develop Guidance.** Attend meetings with BACWA staff, subject matter experts from BACWA Collection Systems Committee member agencies, and statewide partners to discuss content of the updated guidance document.

**Task 2. Update Guidance Document.** Update the [2015 Guidance Document](#) to reflect the requirements of the 2022 General Order, as follows:

- a. For each of the eleven required SSMP Elements, clearly identify:
  - Recitation of requirements, per the 2022 General Order;
  - List of changes from the previous 2006 Order;
  - Enrollee actions and/or SSMP changes needed to maintain compliance;
  - Practical suggestions for interpreting SSMP requirements based on collection system size and other characteristics.
- b. Review and update terminology and external references in the guidance document for consistency with the 2022 General Order.
- c. Update other sections of the guidance document as needed, including the Introduction, SSMP Appendices, and Frequently Asked Questions and Answers.
- d. Streamline content where possible, with the intent of keeping the total page count of the guidance document to approximately 100 pages or less.

### Assumptions:

- The consultant will provide a complete draft Guidance Document in electronic format to BACWA. BACWA will be responsible for finalizing and publishing the Guidance Document.
- There will be three progressive rounds of review by (1) BACWA Collection System Committee members, (2) statewide wastewater agency partners, such as the CASA Collection Systems Workgroup and (3) regulators at State and Regional Water Boards. BACWA staff will assist in collating edits proposed by stakeholders. The consultant will provide support in incorporating the three rounds of edits into the Guidance Document.
- BACWA will be responsible for providing technical attachments such as volume estimation worksheets.

**Task 3. Outreach.** Assist with development of training materials (such as presentation slides) to summarize key points from the Guidance Document. Provide at least two training sessions in virtual format to the BACWA Collection Systems Committee and/or similar stakeholder groups.

**Task 4. Project Management.** Keep BACWA Collection System Committee representatives updated on progress and budget.

## **Proposed Schedule**

Requirements in the 2022 General Order related to SSMP updates have compliance due dates beginning in May 2025. The Guidance Document should be prepared by spring 2024 to allow time for enrollees to use it for these SSMP updates. This results in the following proposed schedule:

- October 2023: Contract execution
- October 2023 to January 2024: Develop Draft Guidance Document
- January 2024 to March 2024: Review of Draft Guidance Document by BACWA Collection System Committee, statewide partners, and regulators.
- April 2024 and beyond: Rollout of Guidance Document; outreach events.

## **Request for Qualifications**

BACWA is issuing this Requesting for Qualifications for a consultant interested in providing support to the BACWA Collection System Committee. The consultant may be an individual, sole proprietor, partnership, or corporation. Consultants submitting their Qualifications should have a technical background in sewer system management and working with wastewater utilities.

## **Organization and Content of the Submittal**

The Qualifications must be submitted in the form of a letter Statement of Qualifications with the following included:

- Name and address of consultant
- Description of qualifications (not to exceed three pages, excluding resumes)
- Proposed Fee estimate including hourly rates. For the purposes of the fee estimate for Task 1, assume 10 hours of meeting time, including at least one 2-3 hour workshop.
- Resume(s) for key staff

If added pages are needed please contact the BACWA Regulatory Program Manager, Mary Cousins, with the rationale.

## **Submittal**

Please submit Qualifications via email to Mary Cousins ([mcousins@bacwa.org](mailto:mcousins@bacwa.org)) by 5pm on Friday, September 22<sup>nd</sup>, 2023.

## **Consultant Selection**

Following receipt of Qualifications, a Selection Committee made up of BACWA Collection System Committee leaders, BACWA Executive Board member(s), and BACWA staff will evaluate the submittals. Based on submittals received, the Selection Committee will either recommend that BACWA conduct interviews by videoconference, or recommend that BACWA forego interviews and select a consultant based on the submitted Qualifications. Consultants submitting Qualifications will be notified of BACWA's decision by October 13, 2023.

Following Consultant selection, a Scope of Work and contract will be negotiated. The contract will specify billing for services on an hourly basis as required to complete the Scope of Work.



The contract will begin on or after October 20, 2023. The term of this agreement shall not extend beyond June 30, 2024 but may be extended for four additional one-year terms at BACWA's discretion, ending June 30, 2028. If, upon reaching the end of any one-year term of the contract, the Board elects to extend the contract for another year, the amount of the extended contract will be negotiated at the time the contract is extended. The BACWA standard consulting agreement will be used for this work (see attachment A).

ATTACHMENT A  
**Standard Agreement**

BACWA's standard agreement for consulting services will be used for this contract: <http://bacwa.org/document/bacwa-standard-long-form-agreement/>

# BACWA COLLECTION SYSTEMS COMMITTEE AGENDA

**Thursday, November 16, 2023**

**10:00 AM – 12:00 PM**

Zoom Meeting Info:

<https://zoom.us/j/93506971725?pwd=MnZIR2p1VmYyVW5uZ2pXSU53aXk4dz09>

Meeting ID: 935 0697 1725, Passcode: 12447 Call-in Option: +1 (669) 900 9128

One tap mobile +16699009128,,93506971725#,,,,\*12447#

[Materials from Previous Meetings](#)

- I. **Introductions** – *If you have a camera, please turn it on during introductions*
- II. **Mutual Aid Programs for Sanitary Sewer Agencies** – Lucia Diaz, Inland Empire Utilities Agency  
  
The presentation will be followed by Q&A and roundtable discussion amongst attendees (up to 50 min)
- III. **Implementation of [Reissued SSS-WDR](#)** (20 min)
  - Clean Water Summit Partners November 1<sup>st</sup> Webinar – [Link to Resources](#)
  - BACWA project to [update the 2015 Guidance Document](#) on Sewer System Management Plans (SSMPs) – Survey from Consultant Team (Cunningham, Fischer, Causey and Rose)
  - Report-out from CASA Collection Systems Workgroup
- IV. **BACWA Announcements** (5 min)
- V. **Ideas for Future Meeting Topics** (5 min)
  - Implementation of Advanced Clean Fleet Regulations
  - Styrene control and public outreach
  - Planning for extreme precipitation, including updated IDF curves
- VI. **Inspection updates**  
Standing item for agencies to share information about recent inspections, as time allows.
- VII. **Meeting Schedule for 2024**
- VIII. **Announcements**
  - If you know of a meeting, conference, training, or workshop in the Bay Area or proximity pertaining to collection systems, please share the information at the meeting.



# Memo

Item 10.A.1.

**To:** Board of Directors  
**From:** Benjamin T. Porter, District Manager  
**Date:** December 6, 2023  
**Re:** *Pumpkin Fiesta Storm Drain Project Revision/Update*

## **Background:**

The Pumpkin Fiesta Storm Drain Project, under the ownership of the City of Cupertino, underwent its last assessment by District Staff on April 5, 2023. The primary goal of the project is to enhance storm drain capacity within Cupertino, aligning with local regulations and safety standards. The assessment encompassed ensuring proper clearance between storm drains and sewer lines, with the implementation of protective measures such as steel sleeves or concrete casements as deemed necessary.

## **Latest Update and Potential Replacements (Laterals):**

Following the second update provided on November 1, 2023, this memo presents a subsequent update. CuSD Letter #23-026, issued to the City on September 21, 2021, addressed Utility Pipe Installation above Cupertino Sanitary Line (Laterals) and the minimum clearance requirements. The letter outlined the potential replacement of laterals with a concrete casement due to insufficient clearance. The construction is now completed, and the District is committed to providing another detailed letter to the City, outlining all completed work for documentation and transparency by December 8, 2023.

## **September Drive - Mainline ID 30002122:**

The cost for pipe bursting the mains on September Drive and reconnecting two laterals by the same contractor is \$93,032. Permission was granted yesterday (November 30, 2023) to proceed with the quotation, and equipment and tools are scheduled to arrive on site on Monday. The job is anticipated to conclude within 8 days, aligning with the City's project timeline. This strategic alignment serves to optimize efficiency and cost-effectiveness while concurrently mitigating expenses associated with traffic control and mobilization. Furthermore, it eliminates additional costs for road repaving upon completion.

District staff remain actively involved in weekly onsite meetings, meticulously monitoring project progress, and ensuring necessary follow-ups.

# Item 10.A.2.

Future Development Projects:

Prep. Date:

11/27/2023

Items	Descriptions:	Address:	Phase	IA	Re-Development Fees	Estimated Construction	Remarks
1	Atria Cupertino (Westport) - Senior Living	21255 Stevens Creek Boulevard	Building	Sent	1.9 Mil.	2023	Met with the developer to discuss the IA, Bonds and payment deadline, offered flexibility.
2	Canyon Crossing Redevelopment	10625 S Foothill Boulevard	Building	Sent	312 K	on-hold	
3	Hamptons Apartments - (942 residential units)	19500 Pruneridge Avenue	On-hold/Building	Drafted	*	on-hold	
4	Leon Townhomes - 7 Townhomes	10046 BIANCHI WAY	Planning - Approved	IA to be updated During Building Phase	97 K	Q4 2023, 2024	2nd submittal review completed May 19, 2023.
5	Vallco - Redevelopment (RISE) - Mixed Use (709 residential units and 37,000 SF of commercial space)	10123 North Wolfe Road	Planning - Phase 1	Drafted, to be updated	1.67 Mil.	*	
6	Marina Plaza (DeAnza Ventures)	10415 N De Anza Boulevard	Planning S3	Drafted	*	*	Project on hold - until a more favorable interest rate becomes available
7	McClellan Lot Split - subdivide the parcel into 6 lots (SF)	20860 McClellan Road	Building	Updated Draft; To be reviewed.	92K	*	The third submittal review was concluded around the end of August 2023. - 10/25/2023 Original owner sold the project to another developer; therefore it is needed to update the IA to reflect the new ownership. - 11/13/2023 Updated IA; Pending for review.
8	1655 S. DeAnza Redevelopment - 2 Parcels into 34 residential units	1655 S. DeAnza	Planning	*	*	*	Preparing to apply for Building Permit
9	10619 S De Anza Blvd - Mixed Use (2090 SF Commercial & 11 Residential Units)	10619 S De Anza Blvd	Planning	*	*	*	There have been no updates since Submittal #1 from the applicant 12/23/2022.
10	141 Housing on 2 Existing Commercial Parcels	20015 Stevens Creek Boulevard	Planning	*	*	*	- Added on 5/15/2023 - 10/25/2023 A new submission has been received this week, revising the total apartments to 141 (originally 134 units). - 11/13/2023: Submittal had been reviewed and addressed.
11	Four Lot subdivision (SF)	20638 Cleo Avenue	Planning	*	*	*	2nd submittal - Demo Permit on 4/28/2023
12	Pumpkin-Fiesta: Storm Drain Project	Appx: 7854 Festival Dr (By Pass Area)	Construction	-	-	-	- 12/1/2023: Agreed with the City that they will cover the expenses within the storm drain area, while CUSD is responsible for the remaining section of the pipe. The final quotation to pipe burst September Drive is \$93,032. Memo is provided for project status updates.
13	Idlewild Cupertino	10065 E. Estates Drive	Planning	*	*	*	- Plan check completed back in 2022 - Received additional request for As Builts
14	Alan Row - 9 Townhouses	22690 Stevens Creek Blvd.	Construction	Fully Executed	132 K	2024	- 11/13/ 2023: The Developer has requested the release of the faithful performance bond on Nov 7, 2023, but as the final paving is still pending due to PG&E, there is a possibility of needing to renew the bond, which expires on November 25, 2023. - 11/27/2023 Waiting for the developer to renew the bond and provide an updates.
15	Mountain Winery - Single Family Residential subdivision	Planning Phase	-	-	*	*	- 11/13/2023: To review plans, determine capacity. - Provided the will-serve letter to the Owner in November 2023.

\* Not enough information from developer to determine.

**CUPERTINO SANITARY DISTRICT  
MEETING/EVENT SCHEDULE**

**Item 11.B.**

**DECEMBER 2023**

- 12/04: SCCSDA
- 12/06: 1st Regular Meeting
- 12/11: TAC
- 12/14: TPAC
- 12/20: 2nd Regular Meeting
- 12/25: Holiday-Office Closed

DECEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 <b>SCCSDA</b>	5	6 1 <sup>st</sup> Regular Meeting	7	8	9
10	11 <b>TAC</b>	12	13	14 <b>TPAC</b>	15	16
17	18	19	20 2 <sup>nd</sup> Regular Meeting	21	22	23
24 31	25 <b>HOLIDAY - CLOSED</b>	26	27	28	29	30

**JANUARY 2024**

- 01/01: Holiday-Office Closed
- 01/03: 1st Regular Meeting
- 01/08: TAC
- 01/11: TPAC
- 01/17: 2nd Regular Meeting
- 01/24-26: CASA Conference

JANUARY 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <b>HOLIDAY - CLOSED</b>	2	3 1 <sup>st</sup> Regular Meeting	4	5	6
7	8 <b>TAC</b>	9	10	11 <b>TPAC</b>	12	13
14	15	16	17 2 <sup>nd</sup> Regular Meeting	18	19	20
21	22	23	24	25	26	27
28	29	30	31	<b>CASA CONFERENCE</b>		

**FEBRUARY 2024**

- 02/05: TAC
- 02/07: 1st Regular Meeting
- 02/08: TPAC
- 02/21: 2nd Regular Meeting

FEBRUARY 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 <b>TAC</b>	6	7 1 <sup>st</sup> Regular Meeting	8 <b>TPAC</b>	9	10
11	12	13	14	15	16	17
18	19	20	21 2 <sup>nd</sup> Regular Meeting	22	23	24
25	26	27	28	29		