

ALAMEDA COUNTY WATER DISTRICT MEMORANDUM

DATE: August 5, 2010
TO: Board of Directors
FROM: Walt Wadlow
SUBJECT: STAFF REPORT, ACTION CALENDAR ITEMS FOR August 12, 2010

5.1* RESOLUTION HONORING GARY LEIST UPON HIS RETIREMENT FROM DISTRICT SERVICE

SUMMARY: Gary Leist will retire effective September 3, 2010, with 24 years of service with the District. Gary is a Facilities Maintenance Worker in the Operations Department.

RECOMMENDATION: By motion, adopt a resolution honoring Gary Leist and expressing appreciation for 24 years of service.

DISCUSSION: Gary started with the District as a Facilities Maintenance Worker on September 2, 1986. Gary has extensive expertise in the field of industrial painting and has applied coatings to everything from million gallon water storage tanks to the District's headquarters building. He has assisted Project Engineers in the selection of appropriate coatings and sealants for new capital projects such as steel water storage tanks, concrete reservoirs, pump stations, and piping systems located both above ground and in buried vaults. Gary's responsibilities included reviewing coating and sealant specifications and performing inspections at construction sites to ensure that coatings were being applied correctly.

As capital projects were completed, Gary took on the responsibility of maintaining these new facilities. He kept detailed records of the coatings used for each facility and was responsible for inspecting and maintaining the coatings in good condition. Gary truly leaves his mark of professionalism on the District. He has provided excellent service to all departments throughout the District and is an acknowledged resource on all types of coating and sealant applications.

5.2* AUTHORIZATION OF PURCHASE ORDER FOR MOBILE COMPUTING LAPTOP COMPUTERS

SUMMARY: The Distribution Maintenance Division (DMD) is ready to fully implement a GIS-based mapping system that has been successfully piloted by DMD staff. Full implementation requires the purchase of 15 additional laptop computers that will be used by all field crews, supervisors, and by individuals on specific job assignments. The District received and opened two bids on July 13, 2010 for the purchase of Panasonic Toughbook laptop computers. Group Mobile submitted the lowest responsive bid in the amount of \$72,225.75. A bid summary is attached and adequate funds have been allocated to cover this expense in the FY 10/11 budget.

RECOMMENDATION: By motion, authorize a purchase order to Group Mobile to purchase 15 Panasonic Toughbook laptop computers with an extended three year warranty for \$72,225.75.

DISCUSSION: The goals for implementing the GIS-based mapping system include improved field crew efficiencies and information accuracy. Having laptops with DMD staff working in the field provides access to up-to-date distribution maps and customer information. Additionally, it allows information such as map corrections and maintenance information to be uploaded directly from the laptops to the District's electronic database. The purpose of the pilot project was to evaluate three mapping software vendors and four laptop manufacturers to determine which system would best fit the needs of DMD. InfraMap software developed by iWater, Inc. was the software vendor selected and the Panasonic Toughbook was the laptop computer selected. Software selection and field testing were completed in FY 09/10 and full implementation with the laptop computers is scheduled for FY 10/11. A demonstration of the Panasonic Toughbook laptop operating with the InfraMap software was conducted at the May 2010 Operations and Water Quality Committee meeting.

5.3* AUTHORIZATION OF PURCHASE ORDER FOR ELECTRICAL TESTING SERVICES

SUMMARY: Yearly testing of electrical distribution equipment rated 480 Volts and above is part of the District's asset management program. Requests for proposals were sent to four electrical testing contractors for the testing work planned for FY 10/11. The District received and opened only one bid from Apparatus Testing & Engineering, Inc. of Livermore, California, on June 30, 2010. Adequate funds have been allocated to cover this expense in the FY 10/11 budget.

RECOMMENDATION: By motion, authorize a purchase order to Apparatus Testing and Engineering, Inc. to perform electrical testing work for FY 10/11, on a time and materials basis, for an amount not to exceed \$75,000.

DISCUSSION: In addition to being a part of the District's asset management program, electrical testing is required to meet the Occupational Safety and Health Administration (OSHA) and the National Fire Protection Association (NFPA) codes and standards. Periodic testing is also required to comply with PG&E's requirements for generators paralleled to its utility systems. This condition exists with the power generation facility at Water Treatment Plant No 2. Electrical testing can detect abnormal conditions (e.g., overheating due to loose connections or lower resistance readings from worn insulation), that can result in corrective measures being taken prior to an equipment failure which improves the reliability of District facilities by preventing unplanned power outages.

The electrical testing included in the scope of work will require the full or partial shutdown of individual production or distribution facilities. Because close coordination of facility shutdowns with water production requirements will be necessary, the scheduling of the testing work needs to be flexible. Contracting the testing work on a time and material basis provides the District with the needed scheduling flexibility and is the most cost effective approach to performing the work.

The District advertised and subsequently opened one bid for electrical testing on June 30, 2010. The bid was checked arithmetically and for compliance with the bidding requirements. Since only one bid was received, staff reviewed published current hourly wage rates and reviewed hourly wage rates from previous time and material electrical contracts, and concluded that the hourly rates quoted by

Apparatus Testing & Engineering, Inc are reasonable.

5.4* RESOLUTION ACCEPTING COMPLETION OF THE MAYHEW RESERVOIR LINING REPLACEMENT

SUMMARY: The Board previously awarded the installation of a new liner for the Mayhew Reservoir Liner Replacement Project to FD Thomas, Inc. (FD Thomas). The contract work is complete and the reservoir is fully functional.

RECOMMENDATION: By motion, adopt a resolution accepting completion of the contract for the Mayhew Reservoir Lining Replacement Project, Job 6363.

DISCUSSION: On September 11, 2008, the construction contract for the Mayhew Reservoir Lining Replacement Project was awarded to FD Thomas in the amount of \$546,000. The project included the installation of approximately 56,000 square feet of a new elastameric polyurethane lining system over the existing asphalt panels and miscellaneous improvements to the reservoir roof. The total project cost, including quantity adjustments for unit cost items, is \$545,148.

Upon completion of the liner work, the reservoir was placed into service at the end of January 2009. Flow through the reservoir underdrains required FD Thomas, on two separate occasions, to conduct underwater inspections to identify pinholes and material folds to be repaired. The reservoir was last drained in November 2009 and was off-line for approximately 30 days while the required repairs were made. A flow of 0.15 gpm was detected in the underdrain system after the reservoir was placed back into service. However, a sample of the underdrain water was analyzed and it was determined the water collected was groundwater and not from the reservoir. Therefore, the liner work is satisfactorily complete.

5.5 PUBLIC HEARING TO RECEIVE COMMENTS ON THE DRAFT "ALAMEDA COUNTY WATER DISTRICT REPORT ON WATER QUALITY RELATIVE TO PUBLIC HEALTH GOALS 2007-2009"

SUMMARY: In response to California Health and Safety Code Section 116470 (2)[b]), a draft report titled "Alameda County Water District Report on Water Quality Relative to Public Health Goals 2007-2009" has been prepared by staff. The purpose of the report is to inform consumers of constituents in their drinking water that exceeded a Public Health Goal (PHG) or a Maximum Contaminant Level Goal (MCLG) during the calendar years of 2007, 2008 and 2009. The report is intended to provide the public with water quality information beyond what is included in the annual Consumer Confidence Report (CCR) and help consumers understand the cost of achieving higher water quality over and above regulatory requirements. The report was reviewed with the Operations and Water Quality Board Committee on June 2, 2010.

RECOMMENDATION: Receive the draft report and provide an opportunity for public comments on the "Alameda County Water District Report on Water Quality Relative to Public Health Goals 2007-2009."

DISCUSSION: PHGs are established by Cal-EPA's Office of Environmental Health Hazard Assessment (OEHHA) and are based solely on public health risk considerations. OEHHA establishes PHGs at levels that pose little or no threat to human health. In determining PHGs, OEHHA does not consider any of the practical risk-management factors that are considered by the USEPA or the California Department of Public Health (CDPH) in setting drinking water Maximum Contaminant Levels (MCLs), such as analytical detection capability, treatment technology availability, benefits and costs. The PHGs are not enforceable and public water systems are not required to comply with them. MCLGs are the federal equivalent of PHGs and similarly, are not enforceable and public water treatment systems are not required to comply with them.

A draft report has been prepared for the triennial reporting period because three constituents (lead, copper, and bromate), exceeded their respective PHGs. Compliance for lead and copper is monitored "at-the-tap" of customer homes and businesses in accordance with USEPA regulations. The 90th percentile values for lead and copper samples collected "at-the-tap" in 2009 were above the PHGs of 0.2 micrograms per liter ($\mu\text{g/L}$) for lead and 0.3 mg/L for copper, but were below the Action Levels of 15 $\mu\text{g/L}$ for lead and 1.3 mg/L for copper. The 90th percentile value for lead during the reporting period was 5.6 $\mu\text{g/L}$. The 90th percentile value for copper during the reporting period was 0.7 mg/L.

Compliance for the California drinking water standard for bromate is based on a running annual average (RAA) of 12 monthly samples. The Alameda County Water District (ACWD) is in full compliance with the State drinking water standard for bromate of 10 $\mu\text{g/L}$, but bromate was detected above the PHG level of 0.1 $\mu\text{g/L}$. The highest RAA value reported from 2007-2009 was 5.8 $\mu\text{g/L}$.

Another requirement of the PHG Report is to estimate the aggregate cost and the cost per customer of reducing the levels of detected constituents down to the PHG. For reducing the lead level, ACWD estimates that it would cost approximately \$9.9-26.5 million dollars to replace brass fixtures in 66,345 homes. For reducing both lead and copper levels, ACWD examined the economic feasibility of installing point of use (POU) units such as reverse osmosis devices. ACWD assumed that only one unit per household would be installed (under the kitchen sink), and that the annual operating expenses would be according to the manufacturer's recommendations. Reverse osmosis (RO) devices range in price from \$175 to \$400. Assuming that each household installs a single POU device, ACWD estimates that it would cost approximately \$11.6-26.5 million dollars to supply the RO POU devices, not including installation costs. In addition, there would be a total annual cartridge replacement cost of \$3.3-6.6 million.

In order to reduce bromate close to its PHG, pre-chloramination ahead of ozonation should be used routinely at ACWD's Water Treatment Plant No. 2 which uses ozone as the primary disinfectant. The pre-chloramination strategy is expected to result in a savings of \$268,770 per year compared to the commonly-used pH suppression strategy, representing an 18% reduction in the annual plant chemical budget.

5.6 RESOLUTION APPROVING FIRST AMENDMENT TO THE WATER SERVICE AGREEMENT WITH NEW UNITED MOTOR MANUFACTURING, INC.

SUMMARY: The District and New United Motor Manufacturing, Inc. (NUMMI) have an existing Water Service Agreement that establishes responsibilities for costs associated with certain

relocations of the dedicated water main which serves water to the NUMMI facility from the District's San Francisco Public Utilities Commission (SFPUC) supply. With the closure of the NUMMI facility, NUMMI has determined that the Phase 2 relocations included in the agreement are not necessary, and has requested that the agreement be amended accordingly.

RECOMMENDATION: By motion, adopt a resolution amending Agreement No. 3424 with New United Motor Manufacturing, Inc. to delete the relocation of the Phase 2 12-inch pipeline in Warren Avenue, and its associated cost provisions, from the agreement.

DISCUSSION: On December 9, 2004, the Board approved the execution of Water Service Agreement No. 3424 with NUMMI to establish responsibilities for costs associated with two planned relocations of the District's 12-inch dedicated water main serving SFPUC water to the NUMMI site. In order to protect the District from making unnecessary capital investments, this agreement requires that NUMMI share in the costs associated with the pipeline relocations in the event NUMMI were to cease operations or stop purchasing SFPUC water from the District. The relocations were required to make way for two transportation related construction projects. One of the projects, the I-880 / Route 262 (Mission Boulevard) interchange, was completed in 2004 following the Phase 1 relocation of the dedicated main in accordance with the agreement.

The second project, the Warren Avenue Grade Separation, is currently in the design phase. In order to continue the delivery of SFPUC water to the NUMMI site, the existing 12-inch dedicated main would need to be relocated in Warren Avenue along with other planned relocation work currently being designed by the District. The existing agreement would require that NUMMI reimburse the District for 50% of the Phase 2 pipeline relocation costs, which are estimated at between \$350,000 and \$400,000.

With the recent closure of the NUMMI facility, NUMMI has determined that the dedicated water main serving the NUMMI site does not need to be relocated with the Warren Avenue Grade Separation and has requested that the existing agreement be amended to remove this relocation. With Board approval of the amendment to the agreement, the District will not relocate the main, but will maintain water service to the NUMMI site by connecting the portion of the main fronting the NUMMI site to an adjacent 20-inch water distribution system main near Warren Avenue.

5.7 AUTHORIZATION OF PURCHASE ORDER FOR ENGINEERING SERVICES FOR THE WARM SPRINGS MAIN EXTENSION, PRUNE TO BROWN

SUMMARY: The Warm Springs Main Extension, Prune to Brown, Project is required to improve the transmission of water to the southern portion of the distribution system from the Water Treatment Plant No. 2 and P-T Blending Facilities. Engineering services for the design of approximately 4,300 linear feet of 24-inch diameter welded steel pipeline are required. There is adequate funding in the budget for this expenditure.

RECOMMENDATION: By motion, 1) authorize a purchase order to Winzler & Kelly for engineering services in an amount not to exceed \$214,000; and 2) authorize the General Manager to execute a services agreement with Winzler & Kelly for this work, Job 6477.

DISCUSSION: The Warm Springs Main Extension, Prune to Brown, Project was identified in the 1996 – 2001 Engineering Report and is required to maintain adequate pressure in the southern portion of Zone 1. Additionally, recent hydraulic modeling performed by staff has confirmed that the project will enable the District to keep the Alameda Reservoir in service when a portion of the 30-inch inlet/outlet pipeline to Alameda Reservoir is relocated to accommodate the construction of the San Francisco Public Utilities Commission Bay Division Pipeline Nos. 3 & 4 Seismic Upgrades Project.

Five qualified consultants were invited to submit proposals for the design of the pipeline. Four consultants submitted proposals to perform the work based on information and requirements presented by District staff at project briefing meetings. Based on a comprehensive evaluation of the proposals, Winzler & Kelly was the firm determined to have the qualifications, staff, and proposed approach that best meets the District's needs. Winzler & Kelly's estimated cost based on a time and expense basis for the work is \$214,000. Staff has reviewed the costs and has determined that they are fair and reasonable.

Consistent with the District's development policies, a portion of the project will be funded by Bay Area Rapid Transit (BART) because the main will serve the future Warm Springs BART Station. Staff plans to request approval of a cost sharing agreement with BART at a future Board Meeting.

5.8 RESOLUTION AWARDING CONTRACT FOR THE NILES BOULEVARD PIPELINE PROJECT

SUMMARY: The Niles Boulevard Pipeline Project includes the installation of approximately 2,000 feet of 12-inch pipeline on Niles Boulevard in Fremont. The project was advertised for construction and the District received and opened eight (8) bid proposals.

MDF Pipeline General Engineering Contractors, Inc. (MDF) of Dublin, California submitted the lowest bid in the amount of \$458,180 (after the apparent low bidder's mathematical error was corrected). However, MDF's bid was deemed non-responsive because the contractor does not meet the minimum experience requirements. MDF's attorney submitted a protest to the determination that MDF's proposal was non-responsive.

The second low bidder was D&D Pipelines, Inc. (D&D Pipelines) of San Francisco, California with a corrected bid total of \$458,250. D&D Pipelines' bid contained a minor irregularity which may be waived. D&D Pipelines' references were checked, and it was confirmed that the contractor has the necessary qualifications and experience to perform the work. There is adequate funding in the current budget for this work.

RECOMMENDATION: By motion, 1) deny the protest submitted by MDF Pipeline General Engineering Contractors, Inc.; 2) reject the bid of MDF Pipeline General Engineering Contractors, Inc. as non-responsive; 3) waive the minor irregularity in the second low bid submitted by D&D Pipelines, Inc.; and 4) adopt a resolution to award the contract for the Niles Boulevard Pipeline Project to D&D Pipelines, Inc. in the amount of \$458,250, which is the total of the unit price and lump sum payment items, Job 6443.

DISCUSSION: The Niles Boulevard Pipeline Project consists of the installation of approximately 2,000 linear feet of a new 12-inch water main and appurtenances, miscellaneous pipe abandonment work, and replacement of service lines. The purpose of the project is to replace the existing 6-inch water main to accommodate the City of Fremont's Niles Boulevard Roadway Improvement Project. On March 11, 2010, the Board adopted a resolution approving and finding the project statutorily exempt from the California Environmental Quality Act. The project was subsequently advertised and on Monday, July 12, 2010, the District received and opened eight (8) bid proposals.

A. Staff Evaluation of Bids

D&D Pipelines submitted the apparent low bid. However, D&D Pipelines' bid contained a mathematical error, and when corrected, D&D Pipelines became the second low bid.

MDF submitted the next apparent low bid in the amount of \$458,180. However, MDF's bid was deemed non-responsive because MDF does not meet the minimum experience requirements. The bid documents specify that the contractor shall have a minimum of five (5) years of experience in pipeline contracting work under its present business name and contractor license. MDF has been in business under its present name for only 2 years. Additionally, MDF did not submit any information that shows that MDF has completed 3 PVC and 3 welded steel pipeline projects within the last 5 years. The only experience submitted with the bid was work completed by MJB Pipeline, which is a different company with a different contractor's license number.

In addition to the mathematical unit price error, which was corrected, D&D Pipelines' bid stated that it had 10 years of experience under its present business name and license, which is not correct; the California State License Board web site shows a license issue date of November 19, 2004. However, D&D Pipelines has been in the contracting business under its present business name and license for approximately 6 years doing work similar to that required by the contract documents. Because the contractor does meet the minimum experience requirements, this irregularity may be waived.

B. MDF Protest

On August 3, after MDF was informed of the staff recommendation to reject MDF's bid as non-responsive, MDF's legal counsel submitted a letter concluding that "MDF's bid should not be rejected on the ground that it was non responsive."

Staff and District Legal Counsel thoroughly evaluated MDF's protest letter and recommend that the protest be denied.

Section B.10 of the specifications unambiguously establishes the minimum experience and qualification requirements for this project. Section B.10 provides in part as follows:

"The determination of sufficiency of experience will be based on verification that the Bidder and/or its subcontractor possesses the following required licenses and meets each of the following minimum experience requirements:

- A. Bidder must possess a Class A or C-34 contractor license issued by the State of California at the time of submission of the bids. The License shall be in the name of the firm submitting the bid and the firm must have been in business under its present business name for no less than five (5) years. Compliance will be based on the number of years the license has been in place since the license was issued under the present business name.
- B. Bidder must have at least five (5) years of experience in pipeline contracting work under its present business name and contractor license, and have installed a minimum of three (3) PVC pipelines in the last five (5) years. Each of the three (3) PVC pipeline projects must have been sized 8 inches in diameter or greater and had a length of at least five hundred (500) feet.
- C. Bidder must have at least five (5) years experience in pipeline contracting work under its present business name and contractor license, and have installed a minimum of three (3) welded steel pipelines in the last five (5) years. Each of the three (3) welded steel pipeline projects must have been sized 8 inches in diameter or greater and had a length of at least 500 feet.”

(Emphasis added.)

MDF’s protest letter states that MDF had its contractors license when it submitted its bid, that the license was originally issued to Manuel De Freitas as an individual in 1985, and that the license was reissued to MDF, the corporation, with Mr. De Freitas as the RMO (Responsible Managing Officer).

Staff does not disagree with these statements. This contractors license was issued to “Manuel Marquez De Freitas” as a sole owner in 1985, and this license was reassigned to MDF in 2008. The California Secretary of State website specifies that MDF filed its corporate documents in August 2008. MDF was formed as a corporation in 2008, and MDF as a corporation held its contractors license starting in 2008. Therefore, MDF did not meet the minimum requirement to have been in business under its present business name for no less than five years.

MDF’s protest letter provides information about the substantial experience and qualifications of Manuel De Freitas, the RMO and President of MDF, when he was associated with MJB Pipeline. MDF’s bid included a list of projects completed by MJB Pipeline. However, MJB is a different company with a different contractors license. MJB Pipeline did not submit the bid for this project and the District will not be entering into a contract with MJB Pipeline. MDF’s bid did not include a single pipeline project that MDF completed. Furthermore, the Certification of Records obtained from the Contractors State License Board states that this contractors license had an “Exception from Workers’ Compensation” that was effective July 2003 and that was replaced with the Certificate of Workers’ Compensation Insurance effective May 2010. We interpret this to mean that the holder of the license, both Manual De Freitas as sole owner and MDF the corporation, did not have any employees until 2010. Therefore, MDF did not meet the requirements in the specifications that the bidder, MDF, have completed at least three PVC and three welded steel pipelines in the last five years.

Finally, MDF's protest letter refers to legal authority that allows the District to waive minor deviations in the bid. Staff agrees that minor irregularities in the bid may be waived. However, staff does not believe that the deviations from the minimum qualifications requirements set forth above are minor irregularities. Moreover, the law permits, but does not require, the District to waive minor irregularities.

5.9 AUTHORIZATION OF CHANGE ORDERS TO MCGUIRE & HESTER AND BUDGET TRANSFERS FOR WATER MAIN RELOCATIONS TO ACCOMMODATE THE SAN FRANCISCO PUBLIC UTILITIES COMMISSION BAY DIVISION PIPELINE NO. 5 PROJECT

SUMMARY: The Board previously awarded three separate construction contracts to two different contractors to perform pipeline relocation work required to accommodate the San Francisco Public Utilities Commission (SFPUC) Bay Division Pipeline (BDPL) No. 5 Project. The contractors' work supplements the relocation work being performed by District forces. Two of the contracts were awarded to McGuire & Hester (Agreement Nos. 3674B and 3674C).

While performing water main relocations at two locations in Newark (intersection of Enterprise Drive and Wells Avenue and on Wintergreen Drive near Oleander Drive), McGuire & Hester encountered unforeseen subsurface conditions. Two separate Change Orders in the amounts of \$5,180.81 and \$6,398.76 have been prepared to cover the additional work that was required.

The cumulative amount of effort required by both District forces and the two contractors to relocate the 19 pipelines has been considerably greater than initially projected and two budget transfers for a total amount of \$850,000 are required to cover cost increases.

RECOMMENDATION: By motion, 1) approve Change Order No. 2 in the amount of \$5,180.81 to McGuire & Hester, Agreement No. 3674C, Job 6399; 2) approve Change Order No. 2 in the amount of \$6,398.76 to McGuire & Hester, Agreement No. 3674B, Job 6400; and 3) authorize two budget transfers in the amounts of \$500,000 from the Rubber Dam No. 2 Decommissioning and Foundation Modification Project (CIP Project No. GG4201) and \$350,000 from the Bunting Pond Screen Project (CIP Project No. GG1201) to Main Relocations to the SFPUC Bay Division Pipeline No. 5 Project (CIP Project No. MM4005).

DISCUSSION: On January 14, 2010, the Board awarded two construction contracts (Agreement Nos. 3674B and 3674C) for Water Main Relocations to Accommodate the San Francisco Public Utilities Commission Bay Division Pipeline No. 5 Project to McGuire & Hester in the amounts of \$128,000 and \$134,000, respectively. Change Order No. 1 (Agreement No. 3674B) was previously authorized by the Board in the amount of \$99,500 to install two 14-inch valves at Moores Avenue near Wintergreen Drive in Newark. Change Order No. 1 (Agreement No. 3674C) was previously authorized by the Board in the amount of \$75,000 to install one 12-inch valve at Enterprise Drive near Wells Avenue in Newark.

During relocation of two water mains at the intersection of Enterprise Drive and Wells Avenue and at Wintergreen Drive near Oleander Drive, the contractor encountered unforeseen subsurface soil conditions due to high groundwater. As a result, it was not possible for conventional aggregate

backfill to be compacted adequately. Staff therefore directed the contractor to backfill the excavations with control density fill (CDF) to prevent settlement of the streets.

Change Order No. 2 (Agreement No. 3674C) in the amount of \$5,180.81 has been prepared to cover the additional work at the intersection of Enterprise Drive and Wells Avenue. Similarly, Change Order No. 2 (Agreement No. 3674B) in the amount of \$6,398.76 has been prepared to cover the additional required work on Wintergreen Drive near Oleander Drive. Staff has reviewed the costs for the additional work and has determined that they are fair and reasonable.

The current estimated cost to complete all 19 main relocations to accommodate the SFPUC project is \$2,400,000, which is significantly greater than the total amount budgeted (\$1,550,000). Although most of the additional costs are attributable to required deep excavations, high groundwater levels, and unstable soil conditions, there were also additional costs associated with minimizing water service outages to industrial and commercial customers.

To address the funding shortfall, two intra-budget transfers for a total amount of \$850,000 are required: \$500,000 from the Rubber Dam No. 2 Decommission & Foundation Modification Project (CIP Project No. GG4201) and \$350,000 from the Bunting Pond Screen Project (CIP Project No. GG1201). The transfer is appropriate because both the Rubber Dam No. 2 Decommissioning and Foundation Modification and the Bunting Pond Screen Projects were recently completed under budget.

5.10 CLAIR A. HILL SCHOLARSHIP SELECTION PROCESS

SUMMARY: As the recipient of the 2010 Clair A. Hill Water Agency Award for Excellence, ACWD has the opportunity to present a \$5,000 Clair A. Hill scholarship, funded by CH2MHill, to a deserving student during the ACWA 2011 Spring Conference. ACWD is responsible for marketing the scholarship opportunity, screening all applicants, and selecting three finalists to forward to ACWA's Scholarship Subcommittee by early March 2011. ACWA will choose the scholarship recipient from the three finalists.

RECOMMENDATION: That the Board discuss and decide what role it wishes to take in the scholarship selection process.

DISCUSSION: As part of the selection process, ACWD must form a Scholarship Committee for the purpose of determining the scope of the marketing campaign, evaluating applications, and selecting the three finalists. The Board's role in this process can take one of several forms:

- An existing Board committee can serve as the ACWD Scholarship Committee.
- A new ad hoc committee can be formed that will serve as the ACWD Scholarship Committee.
- The full Board can act as the ACWD Scholarship Committee.

Staff will provide support to the Scholarship Committee in conducting the outreach and selection process.

Below is a proposed schedule for the selection of a recipient for the scholarship.

August, 2010	ACWA to provide list of California public colleges and universities, along with contact information for financial aid departments, to ACWD.
August 12, 2010	Selection Process chosen by the Board.
September, 2010	ACWD Scholarship Committee meets to determine the scope of the marketing campaign (regional or statewide, specific colleges and universities, public and/or private, etc.).
September, 2010	Post scholarship information on ACWD website.
September, 2010	Issue press release regarding scholarship.
September, 2010	Post scholarship information on FastWeb, an online scholarship clearinghouse.
September 30, 2010	Deadline (self imposed) for submitting scholarship information to financial aid offices of California colleges and universities.
February 1, 2011	Deadline for submission of applications to ACWD (postmark date).
February 7-28, 2011	ACWD Scholarship Committee evaluates applications and selects top three finalists.
March 1, 2011	Submit the top three finalists to the ACWA Scholarship Subcommittee.
March, 2011	ACWA Scholarship Subcommittee selects scholarship recipient and notifies ACWD of its decision.
April, 2011	ACWD decides how to recognize scholarship recipient (e.g. presentation ceremony at a Board Meeting, pay for recipient to attend the ACWA Spring Conference, etc.).
May 10-13, 2011	ACWA Spring Conference in Sacramento.