

March 9, 2018

NOTICE OF UPCOMING MEETING REQUEST TO SAVE THE DATE

Members of the Recycled Water Committee:

Director Estremera, *Chairperson*
Director Keegan, *Vice Chairperson*
Director Kremen, *Committee Member*

And Supporting Staff Members:

Norma J. Camacho, Chief Executive Officer
Rick Callender, Chief of External Affairs
Nina Hawk, Chief Operating Officer, Water Utility
Darin Taylor, Chief Financial Officer
Stan Yamamoto, District Counsel
Emmanuel Aryee, Unit Manager, Pipelines Project Delivery
Hossein Ashktorab, Unit Manager, Recycled & Purified Water
Debra Butler, Senior Project Manager
Angela Cheung, Deputy Operating Officer, Water Utility & Maint.
Anthony Fulcher, Sr. Assistant District Counsel
Christopher Hakes, Assistant Officer
Garth Hall, Deputy Operating Officer, Water Supply
Luis Jaimes, Senior Project Manager
Katrina Jessop, Associate Civil Engineer
Elise Latedjou-Durand, Environmental Planner II
Marta Lugo, Public Information Rep III
Lin Moore, Committee Clerk
Katherine Oven, Deputy Operating Officer, Water Utility Capital
Charlene Sun, Treasury and Debt Manager

A special meeting of the Santa Clara Valley Water District Recycled Water Committee, scheduled **at 2:00 p.m. on Thursday, March 21, 2018**, at the Santa Clara Valley Water District **Headquarters Building Boardroom, 5700 Almaden Expressway, San Jose, California**. Please save the date to your calendars.

Attached are the agenda and corresponding materials for this meeting. Printed copies will be available at the meeting.

Sincerely,

Lin Moore

Lin Moore
Board Administrative Assistant II
Santa Clara Valley Water District
Office of Clerk of the Board

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RECYCLED WATER COMMITTEE

Tony Estremera, Chairperson
Barbara Keegan, Vice Chairperson
Gary Kremen, Committee Member



AGENDA
RECYCLED WATER COMMITTEE
Headquarters Building Boardroom
5700 Almaden Expressway, San Jose, CA

March 21, 2018
2:00 p.m.

Time Certain:

2:00 p.m.

- 1. Call to Order/Roll Call.**
- 2. Time Open for Public Comment on Any Item Not on the Agenda.**
Comments should be limited to two minutes. If the Committee wishes to discuss a subject raised by the speaker, it can request placement on a future agenda.
- 3. Approval of Minutes:** February 8, 2018

Recommendation: Approve the minutes.
- 4. Action Items:**
 - 4.1** Discuss agenda items for the upcoming Joint Recycled Water Policy Advisory Committee (City of San José/SCVWD/City of Santa Clara) meeting scheduled for April 19, 2018: (G. Hall)

Recommendation: Receive information and discuss next steps.
 - 4.2** Update on District Recycled and Purified Water Efforts: (G. Hall)

Reverse Osmosis Concentrate Management

Recommendation: A. Receive information and discuss next steps; and
B. Recommend to the Santa Clara Valley Water District (District) Board of Directors (Board) the following:
 - i. Approve a \$452,000 budget adjustment; and authorize the Chief Executive Officer to negotiate and execute an Amendment and Time Extension to the Agreement between the District and GHD Inc. for the Reverse Osmosis Concentrate Management Project (Agreement No. A4034G) for an amount not-to-exceed \$842,000;
 - ii. Adopt a resolution to authorize the Chief Executive Officer to prepare and submit a grant application to the State Water Resources Control Board Proposition 13 Grant Funding Opportunity, to partially fund the Reverse Osmosis Concentrate Management Project.

(OVER)

5. Review 2018 Committee Work Plan.

Recommendation: Review and make necessary adjustments to the 2018 Work Plan, and confirm regular meeting schedule for 2018.

6. Clerk Review and Clarification of Committee Requests and Recommendations.

This is an opportunity for the Clerk to review and obtain clarification on any formally moved, seconded, and approved requests and recommendations made by the Committee during discussion of Item 4.

7. Adjourn:

Adjourn to next regularly scheduled meeting at 12:00 p.m., on May 9, 2018, in Headquarters Building Boardroom, 5700 Almaden Expressway, San Jose, California 95118.

REASONABLE EFFORTS TO ACCOMMODATE PERSONS WITH DISABILITIES WISHING TO ATTEND COMMITTEE MEETINGS WILL BE MADE. PLEASE ADVISE THE CLERK OF THE BOARD'S OFFICE OF ANY SPECIAL NEEDS BY CALLING (408) 630-2277.

Meetings of this committee will be conducted in compliance with all Brown Act requirements. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the same time that the public records are distributed or made available to the legislative body, at the following locations:

Santa Clara Valley Water District
Clerk of the Board Unit
5700 Almaden Expressway
San José, CA 95118

The Recycled Water Committee's purpose is to develop a long-term proposal for how the District can work together with other local agencies on recycled water opportunities within the district boundaries, to establish a collaborative process to facilitate policy discussion and sharing of technical information on recycled water issues. It is the role of the Recycled Water Committee to meet with the other entities (Sunnyvale, Palo Alto, CSJ SC/TPAC) in individual meetings as required and/or necessary. The Recycled Water Committee can also meet with new entities if the need arises.



RECYCLED WATER COMMITTEE MEETING

MINUTES

THURSDAY, FEBRUARY 8, 2018
2:00 P.M.

(Paragraph numbers coincide with agenda item numbers)

A regular meeting of the Santa Clara Valley Water District (District) Recycled Water Committee (Committee) was called to order in the District Headquarters Building Boardroom, 5700 Almaden Expressway, San Jose, California, at 2:00 p.m.

1. Call to Order/Roll Call

Committee members in attendance were District 2 Director B. Keegan, District 7 Director G. Kremen, and District 6 Director T. Estremera, Chairperson presiding, constituting a quorum of the Committee.

Staff members in attendance were N. Camacho, Chief Executive Officer (CEO); H. Ashktorab, A. Cheung, P. Daniel, A. Fulcher, L. Jaimes, K. Oven, M. Overland, C. Sun, and D. Taylor.

2. Time Open for Public Comment on any Item not on the Agenda

Chairperson Estremera declared time open for public comment on any item not on the agenda. There was no one present who wished to speak.

3. Election of Chairperson/Vice Chairperson

Recommendation: Nominate and elect a committee Chairperson and Vice Chairperson for the 2018 calendar year.

It was moved by Director Keegan, seconded by Director Kremen, and unanimously carried, to approve the 2018 Chairperson, Director Estremera, and Vice Chairperson, Director Keegan.

4. Approval of Minutes

The Committee considered the minutes of the November 15, 2017, and January 23, 2018, meetings.

It was moved by Director Keegan, seconded by Director Kremen, and unanimously carried that the minutes be approved as presented.

5. Action Items

5.1 Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.

- A. Countywide Water Reuse Master Plan
- B. Reverse Osmosis Concentrate Management
- C. District Coordination Efforts with Recycled Water Producers;
 - I. City of San Jose/South Bay Water Recycling;
 - II. City of Sunnyvale; and
 - III. Cities of Palo Alto and Mountain View.
- D. District/San Francisco Public Utilities Commission/Bay Area Water Supply and Conservation Agency Collaboration Efforts and Feasibility Study.
- E. Statewide Policies Related to Water Reuse.

Recommendation: Receive information and discuss next steps.

Mr. Luis Jaimes, Senior Project Manager, reviewed the information on this item, per the attached Committee Agenda Memo, and reviewed presentation materials contained in Attachment 1, Slides 1–4. He reported that staff will update the Committee regarding the groups that will be contacted prior to development of the conceptual alternatives.

Mr. Medi Sinaki, Senior Engineer, reviewed information on this item, per the attached Committee Agenda Memo, and reviewed presentation materials contained in Attachment 1, Slides 4–6.

Mr. Hossein Ashktorab, Unit Manager, reviewed information on this item, per the attached Committee Agenda Memo, and reviewed presentation materials contained in Attachment 1, Slide 7.

Mr. Darin Taylor, Chief Financial Officer, reported that the consultant for the Silicon Valley Advance Water Purification Center, Macias Gini & O’Connell, LLP, was reviewing and comparing the methodologies used by the City of San Jose and District in producing annual reports, in accordance with the Integration Agreement, and that a draft report was expected to be available by February 12, 2018.

Mr. Jaimes reviewed the information on this item, per the attached Committee Agenda Memo and reviewed presentation materials contained in Attachment 1, Slide 8.

Mr. Jaimes reviewed the information on this item, per the attached Committee Agenda Memo and reviewed presentation materials contained in Attachment 1, Slide 9.

The Committee noted the information, without formal action.

5.2 Update on Expedited Purified Water Program, including Staff Responses to August 9, 2017, Committee Requests. (K. Oven)

- A. Summary of January 23, 2018, Recycled Water Committee P3 Workshop;
- B. P3 Procurement Options

Recommendation: Receive information and discuss next steps.

Ms. Katherine Oven, Deputy Operating Officer, reviewed the information on this item, per the attached Committee Agenda Memo and reviewed presentation materials contained in Attachment 1 and Attachment 2, Slides 1–3.

Mr. David Moore, Clean Energy Capital Advisors, LLC, reviewed information on this item, and reviewed presentation materials contained in Attachment 2, Slides 4–9.

Ms. Megan Matson, Table Rock Infrastructure, commented that although Option A is generally used among major industrial entities, 70–80% of their projects use progressive design build Option B because of improved expedited delivery, greater owner involvement, and control and transparency in decision making. She expressed opposition to Option C due to factors that cripple the flexibility of the progressive effort.

Mr. Brian Cullen, PERC Water Corporation, expressed support for Options B and C, and proposed a hybrid option between the two to insert the selection of one of them as a restriction in the procurement process.

Mr. Bert Somers, Ferrovia Agroman, expressed support for a full team of designer, builder, operator and financier to be in contract together from the beginning; and suggested using a PDA (proposal development agreement), a variation of Options B and C, for projects where revenues, costs, or the scope of the project are unknown; there is a risk of losing some innovation due to a lack of incentive for bidders to spend a lot of time and money during the proposal process.

It was moved by Director Keegan, seconded by Director Estremera, and unanimously carried that the Committee recommend Options B and C to the Board, with the following modifications included: project labor agreement language; a stipend; a hybrid procurement process for discussion; and that there is a full team (designer/builder/operator/financier) in place from the beginning of the process.

During the presentation, Director Kremen requested staff to provide a copy of the last RFQ (request for qualification) issued in 2016.

5.3 Update on Public Outreach for Recycled and Purified Water

Ms. Marta Lugo, Public Information Representative III, reviewed the information, per the attached Committee Agenda Memo, and Ms. Sara LaBatt, EMC Research, reviewed the presentation materials contained in Attachment 1.

Recommendation: Receive information and discuss next steps.

A. Update on 2017 Potable Reuse Telephone Survey

The Committee noted the information, without formal action.

5.4 Update on Contra Costa Water District/Central Contra Costa Sanitary District Recycled

Recommendation: Receive information and discuss next steps.

Mr. Jerry DeLa Piedra, Water Supply Planning and Conservation Manager, review the information on this item, per the attached Committee Agenda Memo.

The Committee noted the information, without formal action.

6. Review 2017 Committee Workplan and Accomplishments Report, and Discussion on 2018 Committee Work Plan and Meeting Schedule

Recommendation:

- A. Review 2017 Work Plan and Accomplishments;
- B. Authorize the Committee Chair to present the 2017 Accomplishments to the Board;
- C. Identify items to carry forward to 2018 Work Plan; and
- D. Approve a 2018 Recycled Water Committee Regular Meeting Schedule.

The Committee continued Item 6 to the next scheduled meeting.

7. Clerk's Review and Clarification of Committee Requests and Recommendations

The Committee recommendations and requests were not read into the record.

8. Adjourn

Chairperson Estremera adjourned the meeting at 4:00 p.m., to the next scheduled meeting at 12:00 p.m. on Wednesday, May 9, 2018, in the District Headquarters Building, Boardroom, 5700 Almaden Expressway, San Jose, California.

Lin Moore
Committee Clerk

Approved:

Date:



Committee: RWC
Meeting Date: 03/21/18
Agenda Item No.: 4.1
Unclassified Manager: G. Hall
Email: GHall@valleywater.org

COMMITTEE AGENDA MEMO

SUBJECT: Discuss agenda items for the upcoming Joint Recycled Water Policy Advisory Committee (City of San José/SCVWD/City of Santa Clara) meeting scheduled for April 19, 2018: (G. Hall)

RECOMMENDED ACTION:

- A. Receive information and discuss next steps.

SUMMARY:

Joint Recycled Water Policy Advisory Committee (City of San José/SCVWD/City of Santa Clara)

A meeting of the Joint Recycled Water Policy Advisory Committee (JRWPAC) is planned for April 19, 2018. The planned agenda includes:

- A. Memorandum of Understanding (MOU) between CSJ and SCVWD
District and City of San José (CSJ) staff have been working on the SCVWD/CSJ MOU. The main elements of the updated draft MOU will be reviewed during the April 19, 2018 meeting.
- B. Updates on the Countywide Master Plan (CMP)
The CMP project is now underway. Staff will provide a project update focusing on various stakeholder engagement and coordination activities and overall project approach to meet project milestones.
- C. Reverse Osmosis Concentrate Management (ROCM)
The project has been underway since November 2016 and will be completed by December 2019. District staff will present a review and update on the results of the recent studies, workshops, milestones achieved, and ROCM alternatives.
- D. Review of the proposed budgets FY 18/19 for SVAWPC and SBWR
The Silicon Valley Advanced Water Purification Center (SVAWPC) has been in operation since March 2014. In accordance with the Integration Agreement with CSJ, the budget for the operations and maintenance of the facility is to be presented to the JRWPAC each year for approval. The proposed FY2019 budget for SVAWPC is included in the attached presentation. In addition to the budget, staff will present a few highlights of the facility's operations and maintenance activities in 2018.

In FY 2018, District staff completed a reverse osmosis (RO) membrane qualification pilot study and is ready to go out for bid with the study results to select a qualified vendor for RO membrane replacement in early FY19. District staff has continued to refine and optimize the operations of SVAWPC with the intent of improving the efficiency of its current operation and

SUBJECT: Discuss agenda items for the upcoming Joint Recycled Water Policy Advisory Committee

03/21/2018

informing the design of future potable reuse facilities. SVAWPC's operation and data from its operation will continue to be used for potable reuse demonstration.

ATTACHMENT(S):

Attachment 1: PowerPoint Presentation

4.1 Discuss draft agenda items for the April 19, 2018
Joint Recycled Water Policy Advisory Committee
(City of San José/SCVWD/City of Santa Clara) meeting



4.1. Joint Recycled Water Policy Advisory Committee

Planned Agenda Items for April 19, 2018:

- A. Memorandum of Understanding (CSJ / SCVWD)
- B. Updates on the Countywide Master Plan (CMP)
- C. Reverse Osmosis Concentrate Management (ROCM)
- D. Review of proposed budgets FY 18/19 for SVAWPC and SBWR

SVAWPC Budget (FY17-19)

Description	FY17 Actual ¹	FY18 Adopted	FY19 Proposed
Energy	\$458,404	\$629,000	\$629,000
Chemicals	\$355,425	\$400,000	\$400,000
Labor	\$1,768,644	\$2,390,652	\$2,236,179
Other Operation & Maintenance (O&M) Services & Supplies	\$608,019	\$744,000	\$729,500
Budgeted sinking fund for RO and MF membrane replacement	0	0	0
<u>O&M Cost</u>	\$3,190,492	\$4,163,652	\$3,994,679

•¹These are financial audited numbers for FY17.

•²Since FY17, sinking fund (not expended as yet) was not listed in the table. Fund for future RO membrane replacement will be budgeted in the year that needs.

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Committee: RWC
Meeting Date: 03/21/18
Agenda Item No.: 4.2
Unclassified Manager: G. Hall
Email: GHall@valleywater.org

COMMITTEE AGENDA MEMO

SUBJECT: Update on District Recycled and Purified Water Efforts:
A. Reverse Osmosis Concentrate Management

RECOMMENDED ACTION:

- A. Receive information and discuss next steps; and
- B. Recommend to the Santa Clara Valley Water District (District) Board of Directors (Board) the following:
 - i. Approve a \$452,000 budget adjustment; and authorize the Chief Executive Officer to negotiate and execute an Amendment and Time Extension to the Agreement between the District and GHD Inc. for the Reverse Osmosis Concentrate Management Project (Agreement No. A4034G) for an amount not-to-exceed \$842,000;
 - ii. Adopt a resolution to authorize the Chief Executive Officer to prepare and submit a grant application to the State Water Resources Control Board Proposition 13 Grant Funding Opportunity, to partially fund the Reverse Osmosis Concentrate Management Project.

Staff recommends the Committee consider providing a recommendation to the Board for authorizing the Chief Executive Officer to execute an amendment to the agreement between the District and GHD Incorporated for the Reverse Osmosis Concentrate Management (ROCM) Project (Agreement A4034G).

SUMMARY:

The overall objective of the ROCM Project is to evaluate viable alternatives for managing reverse osmosis concentrate (ROC) generated from advanced water purification facilities (AWPFs) to be potentially built throughout the County (e.g., San José, Sunnyvale, Palo Alto, Gilroy, and Morgan Hill). This project is critical because it will address one of the key challenges in potable water reuse: proper management of the concentrated stream with high salt content generated by the process of water purification using advanced technologies. ROCM with discharge to the South San Francisco Bay - which is a sensitive ecosystem - is a new field with few case studies to draw information from, compared to ROCM with ocean discharge.

BACKGROUND:

Staff have been evaluating project deliverables, milestones, and timelines; collaborative research efforts on Engineered Treatment Cells (ETC) with local universities; pilot system and modeling recommendations from regulatory agencies; and opportunities to consolidate and extend project deliverables, tasks and timelines. Staff has also coordinated the pilot study activities with municipal partners, academic researchers, and state and federal regulatory agencies to address their feedback, questions and recommendations for improvement to the ETC pilot.

On October 17, 2017, the District hosted the second stakeholder ROC Management Project workshop (Workshop No. 2) titled *Initial Screening and Multi-Criteria Analysis (MCA) Shortlisting of ROC Management Options*. At Workshop No. 2, the participants reviewed 120 possible ROC management options, assessed 588 unique evaluations using MCA, and supported shortlisting to 17 recommended options for further examination.

In November 2017, District Staff with consultant support and representatives from the City of San José met with staff from Regional Water Quality Control Board (RWQCB) and EPA at the RWQCB offices in Oakland to discuss the ROC Management project. The purpose of the meeting was to obtain EPA and RWQCB feedback regarding the evaluation of short-listed ROC management options for the South Bay dischargers; discuss the feasibility and timing of permitting for ROC management alternatives; coordinate with 2019 South Bay discharger permit development and adoption; and discuss applicability of treatment wetlands for ROC management.

The project team is now conducting a deeper evaluation of the shortlisted ROC management options to refine the list down to a single preferred ROC management plan or strategy for each of the advanced water treatment facilities under consideration. The project team has already drafted detailed reports documenting the process by which the preferred options were selected. These reports discuss the establishment of project requirements and the conceptual design basis for discussion; a review of existing dilution modeling, mass balance assessments, and toxicity studies to facilitate the selection of viable alternatives; the development of problem definitions, business drivers and MCA to assist with ranking options; and the summation of viable alternatives investigated, the results of assessments, description of alternatives, and the presentation of shortlisted options for further feasibility analysis.

Project research has included bench-scale studies to assess dose of oxidants, oxidant efficacy in degrading targeted pollutants, photosynthetic respiration functionality, and algal growth and survival in ROC. The ETC pilot system became operational in July 2017 and underwent a period of biological maturation. Subsequently, water quality monitoring of the operating treatment cells occurred for a suite of Chemicals of Emerging Concern (CECs) and other ancillary parameters including nutrients, metals, organic contaminants and toxicity. Staff assessed the results and established a baseline.

Following start-up, the pilot system encountered operational challenges. Silicon Valley Advanced Water Purification Center operates intermittently during low-demand periods. ROC flow to the pilot system is unavailable during downtime. This issue caused several months of delay in sample collection. To address this technical problem, staff devised an engineered solution, which included adding ROC storage capacity by installing two 4,900-gallon tanks and associated piping and controls. The modifications are complete and will allow the pilot system to operate without interruption. The continuous ETC flow will allow for sampling, analysis, and data collection that are necessary for proper evaluation of the efficacy of the pilot system.

NEXT STEPS:

Next steps include individual agency discussions with county recycled water producers on ROC management options as presented at the ROCM Workshop No. 2. The District will also conduct two additional workshops (No. 3 and No. 4) to present the results of collaborative studies with the University of California at Berkeley and Stanford University on the economic and technical feasibility of ROC treatment by ETC, as well as a final project report with detailed alternatives review and preferred management options per site. Noteworthy project deliverables will include a preliminary draft final report in December 2018, a pilot engineered-treatment system draft technical memorandum and feasible alternatives report in August 2019; and a final ROC management plan report in December 2019.

To achieve these critical milestones and complete the pilot study efforts, Staff recommends revisions to the project scope and subsequently amending the existing agreement. The proposed amendments include:

- A 12-month project extension to December 2019;
- An 18-month investigative extension with academia partners (Stanford, UC Berkeley, and SFEI) to December 2019;
- Scope modifications to condense project delivery schedules;
- Additional evaluation of alternatives and discharge options;
- Revised pilot monitoring and frequency to address regulatory concerns; and
- Adjusted task funding based on revised priorities and work.

The following table shows the breakdown of the additional costs associated with the GHD contract extension and amendment:

Task	Description	Original Budget	Proposed changes	Amendment Revised Fees
1	Project Management	\$111,712.50	1.3 - 12-month extension + additional work	\$139,000
2	Problem Definition	\$43,058.50	--	--
3	Conceptual Alternatives	\$65,890.50	--	--
4	Feasible Alternatives/ Subtasks	\$851,923.50	4.1 - Extend pilot study partnership with Stanford, UC Berkeley, and SFEI Pilot system modifications, engineering and options evaluations	\$391,000
			4.1.4 - Pilot system modifications, engineering and options evaluations	\$236,000
			4.7 - Additional ROCM alternatives evaluation	\$60,000
5	Staff Recommended Alternatives	\$277,016.50	--	--
6	ROC Management Plans Report	\$28,648.50	6.0 - Final Report	\$16,000
	Travel Expenses	\$18,440.00	--	--
7	Supplemental Services	\$69,834.50	--	--
TOTAL		\$1,466,524.50	--	\$842,000
Potential SWRCB Grant Funding				(\$363,000)

SUBJECT: Update on District Recycled and Purified Water Efforts

03/21/2018

The total cost of \$842,000 for the contract amendment will be funded by the proposed budget adjustment of \$452,000 plus \$390,000 of the existing funds from 2018, Recycled and Purified Water Program, Project 91101004.

Staff also have been working with the California State Water Resources Control Board (SWRCB) and the RWQCB on a Proposition 13 Grant Funding opportunity to defray study costs associated with extending the pilot study program. Working in collaboration with the San Francisco Estuary Institute (SFEI), Stanford University and the University of California (Berkeley), Staff have developed and submitted a draft research proposal to extend pilot wetland testing, and are now working with state regulatory agencies to finalize the grant application. A decision on grant funding is expected by July 1, 2018. It is anticipated that \$363,000 would be provided through this process.

ATTACHMENT(S):

Attachment 1: PowerPoint Presentation

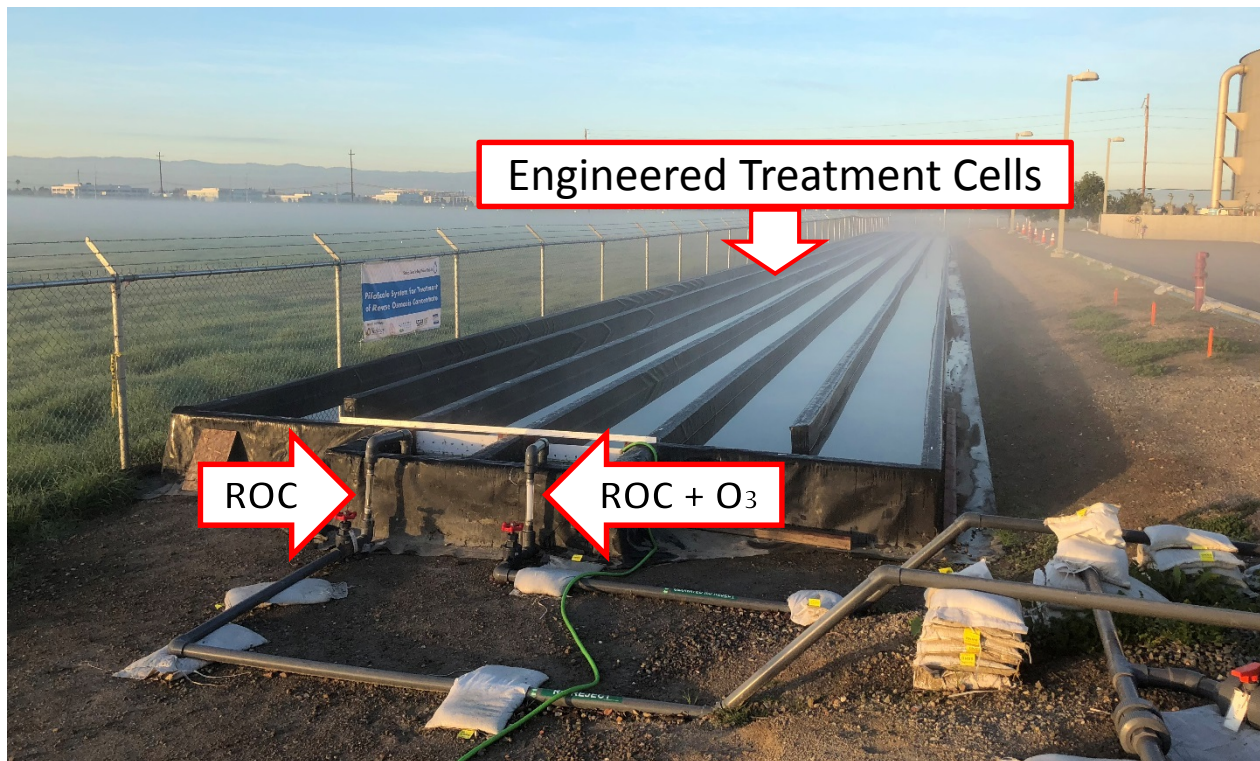
4.2 Update on District Recycled and Purified Water Efforts



4.2. Reverse Osmosis Concentrate Management

Project Achievements to Date:

1. Five sampling events
2. Collected over 1,400 water quality results
3. Conducted two rounds of toxicity testing



4.2. Reverse Osmosis Concentrate Management

Project Achievements to Date:

4. Two stakeholder workshops
5. Meeting with regulators
6. Narrowed 120 options to 17 recommended

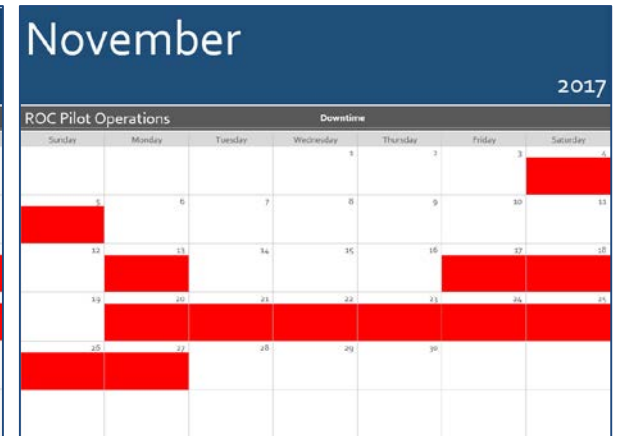
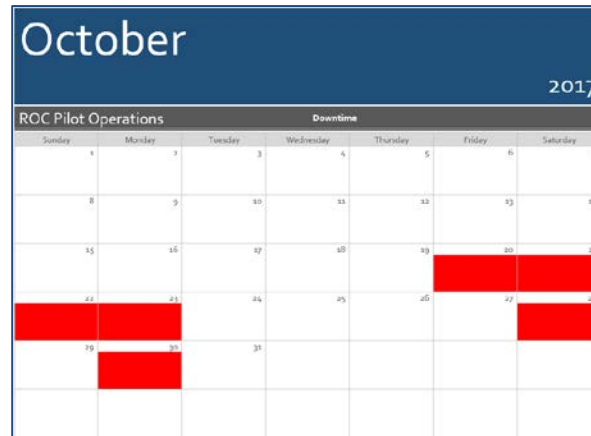
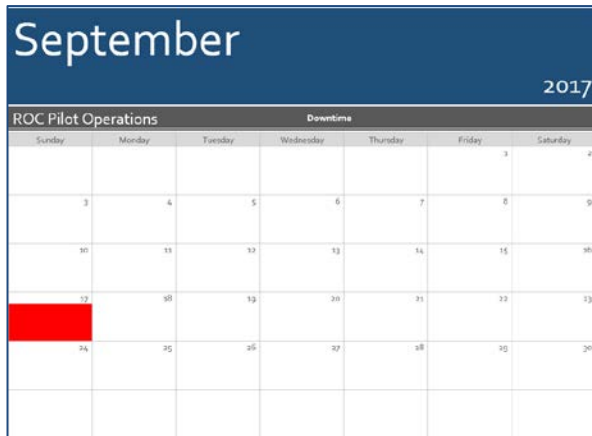


4.2. Reverse Osmosis Concentrate Management

Project Challenges:

1. Additional analysis identified by RWQCB and EPA
2. Delays in permitting of pilot ozone generator
3. Interrupted pilot flow

26 instances of flow interruptions over 70 days of operation



4.2. Reverse Osmosis Concentrate Management

Planned Pilot Improvements:

- Additional water quality analysis.
- Installation of two 4,900 gallon tanks and appurtenances.
- Instrumentation and control upgrades.



4.2. Reverse Osmosis Concentrate Management

Staff recommends amending Agreement A4034G

Contract Amendment Benefits

1. Streamlines execution of deliverables;
2. Enhances ROC pilot operation, sampling frequencies, and results;
3. Expands the pilot study to address additional components identified by the stakeholders and regulators.

Proposed Amendments to ROC Management Contract

- 12-month project extension to December 2019;
- 18-month investigative extension with academia partners to December 2019;
- Modify scope to condense project delivery schedules;
- Include additional evaluation of alternatives and discharge options;
- Revise pilot monitoring and frequency to address regulatory concerns;
- Adjust task funding based on revised priorities and work;
- Update District standard contract language as needed.

4.2. Reverse Osmosis Concentrate Management

Potential Budget Items	Cost (estimated)
12 Month Extension and Additional Work	\$139,000
Additional ROCM Alternatives Evaluation	\$60,000
Pilot System Modifications and Options Evaluations	\$236,000
Research (Universities and SFEI)	\$391,000
Project Closeout	\$16,000
Total Amendment	\$842,000
Project 91101004 available	(\$390,000)
Recommended Budget Adjustment	\$452,000
Potential SWRCB Grant Funding	(\$363,000)

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Committee: RWC
Meeting Date: 3/21/18
Item No.: 5
Unclassified Manager: L. Moore
Email: lmoore@valleywater.org

COMMITTEE AGENDA MEMO

SUBJECT: Review 2018 Committee Work Plan.

RECOMMENDED ACTION:

Review and make necessary adjustments to the 2018 Work Plan, and confirm regular meeting schedule for 2018.

SUMMARY:

Under direction of the Clerk, Work Plans are used by all Board Committees to Increase Committee efficiency, provide increased public notice of intended Committee discussions, and enable improved follow-up by staff. Work Plans are dynamic documents managed by Committee Chairs, and are subject to change as factors occur. Committee Work Plans also serve as Annual Committee Accomplishments Reports.

The 2018 Recycled Water Committee Work Plan is contained in Attachment 1. Information on this document was populated by staff as follows:

Schedule for Presentation of Materials:

Discussion topics have been populated on the proposed 2018 Work Plan from the following sources:

- Items referred to the Committee by the Board;
- Items requested by the Committee to be brought back by staff;
- Items scheduled for presentation to the full Board of Directors; and
- Items identified by staff.

ATTACHMENT(S):

Attachment 1: Proposed 2018 Committee Work Plan

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RECYCLED WATER COMMITTEE

Updated: 3/9/18

PURPOSE AND GUIDANCE

The Recycled Water Ad Hoc Committee was enacted by the Board of Directors on January 12, 2016. The Committee's purpose is to develop a long-term proposal for how the District can work together with other local agencies on recycled water opportunities within the district boundaries, to establish a collaborative process to facilitate policy discussion and sharing of technical information on recycled water issues. It is the role of the Recycled Water Committee to meet with the other entities (Sunnyvale, Palo Alto, CSJ SC/TPAC) in individual meetings as required and/or necessary. The Recycled Water Committee can also meet with new entities if the need arises.

The Board of Directors identified the following Issues, Challenges, Strategies and Opportunities related to Recycled Water during their October 4, 2016 Priorities and Strategic Directions Work/Study Session. As such, the Recycled Water Ad Hoc Committee, while doing its work, should seek out opportunities to address the Board's identified issues and challenges, and support the Board's identified strategies and opportunities, as follows:

Issues/Challenges	Strategies/Opportunities
<ul style="list-style-type: none"> • Public perception • Governmental Relations/Water Rights • Funding/Delivery Method 	<ul style="list-style-type: none"> • Expedite Purified Water Program partnering with San Jose/Santa Clara, plus look at potential opportunity with South Bay Recycled Facilities • Develop Partnerships with Sunnyvale, Palo Alto, Mountain View for new recycled/purified water • Expand South County Recycled Water partnering with SCRWA

This annual work plan establishes a framework for committee discussion and action during the annual meeting schedule. The committee work plan is a dynamic document, subject to change as external and internal issues impacting the District occur and are recommended for committee discussion. Subsequently, an annual committee accomplishments report is developed based on the work plan and presented to the District Board of Directors.

RECYCLED WATER COMMITTEE

Updated: 3/9/18

PARKING LOT

The Parking Lot contains unscheduled items referred to the Committee by the Board of Directors, or requested to by the Committee to be brought back by staff.

Date Requested	Requesting Body	Assigned Staff	Discussion Subject	Intended Outcome(s)
05/30/17	RWC	K. Oven	Staff to bring back information on impacts associated with sudden staff resource expansion, including number of staff needed and input from HR.	Receive information and discuss next steps.
05/30/17	RWC	C. Sun	Staff is to continue providing updates until IRS letter is complete.	
12/19/17	Board of Directors	G. Hall	Consider the Conceptual Recycled Water Exchange Project with Contra Costa Water District and Central Contra Costa Sanitary District presented to the Board at the December 19, 2017 Board Meeting, Agenda Item 2.7, and come back to the Board with recommended next steps.	Receive information and discuss and develop a recommendation to the Board of Directors on next steps.
2/13/18	Board of Directors	G. Hall	Staff to continue monitoring and strategy development of Advanced Recycled and Purified Water Efforts with City of San Jose and other agencies.	Receive information and discuss next steps.

RECYCLED WATER COMMITTEE

Updated: 3/9/18

2018 WORK PLAN

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
03/21/18 1:00 pm	Approval of Minutes	Committee	Approve Minutes	
	Discuss agenda items for upcoming Joint Recycled Water Policy Advisory Committee (TPAC) meeting for April 19, 2018.	G. Hall	Receive Information and Discuss Next Steps.	
	Update on District Recycled and Purified Water Efforts: Reverse Osmosis Concentrate Management.	G. Hall	A. Receive Information and Discuss Next Steps; and B. Recommend to District Board: i. Approve a \$452,000 budget adjustment, authorize the CEO to negotiate and execute Amendment and Time Extension to Agreement with GHD, Inc., for the ROC Management Project (Agreement No. A4034G) for an amount not-to-exceed \$842,000; ii. Adopt a resolution to authorize the CEO to prepare and submit a grant application to the State Water Resources Control Board Proposition 13 Grant Funding Opportunity, to partially fund the ROC Management Project.	
	Review Committee Work Plan and discuss 2018 meeting schedule.	Committee	Review and make necessary adjustments to 2018 Committee Work Plan, and confirm regular meeting schedule for 2018.	
05/09/18 12:00 pm	Expedited Purified Water Program Update	K. Oven/G. Hall	Receive information and discuss next steps on: A. Program Status B. 04/19/18 Regular Joint RWPAC Meeting Feedback, Follow Up, and Outcomes; and C. Discussion of October 2018 Special Joint RWPAC Meeting and Opportunity for Direction to Staff.	

RECYCLED WATER COMMITTEE

Updated: 3/9/18

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
5/09/18 12:00 pm (cont'd)	Update on Countywide Water Reuse (Recycled and Purified Water) Master Plan.	G. Hall	Receive information and discuss next steps on: A. December 2018 Planned Completion of Draft Countywide Water Reuse Master Plan.	
	Update on Reverse Osmosis Concentrate Management.	G. Hall	Receive information and discuss next steps on: A. Status of August 2018 Planned Completion of Pilot Engineered Treatment System Final Technical Memorandum and Feasibility Alternatives Report; and B. Status of December 2018 Planned Completion of Final Reverse Osmosis Concentrate Management Plan Report.	
	Direct Potable Reuse Analysis Efforts Update.	G. Hall	Receive information and discuss next steps on: A. TBD	
	Update on District/City of Sunnyvale Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. TBD	
	Update on District/City of Palo Alto/City of Mountain View Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. Status of Northwest County Recycled Water Strategic Plan.	
	Update on District/SFPUC/BAWSCA Collaboration Efforts and Feasibility Study.	G Hall	Receive information and discuss next steps on: A. TBD	
	Update on South County Recycled Water Projects and District/City of Gilroy Agreements.	G. Hall/K. Oven	Receive information and discuss next steps on: A. TBD	
	Review Committee Work Plan and discuss 2018 meeting schedule.	Committee	Review and make necessary adjustments to Committee Work Plan, and confirm next meeting discussion subjects, and confirm next meeting time and date.	

RECYCLED WATER COMMITTEE

Updated: 3/9/18

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
08/09/18 12:00 pm	Approval of Minutes	Committee	Approve Minutes	
	Expedited Purified Water Program Update	K. Oven/G. Hall	Receive information and discuss next steps: A. Discussion of October 2018 Special Joint RWPAC Meeting and Opportunity for Direction to Staff.	
	Update on Reverse Osmosis Concentrate Management.	G. Hall	Receive information and discuss next steps on: A. Status of December 2018 Planned Completion of Final Reverse Osmosis Concentrate Management Plan Report.	
	Update on Countywide Water Reuse (Recycled and Purified Water) Master Plan.	G. Hall	Receive information and discuss next steps on: A. Status of August 2018 Planned Completion of Pilot Engineered-Treatment System Final Technical Memorandum and Feasibility Alternatives Report; and B. Status of December 2018 Planned Completion of Final Reverse Osmosis Concentrate Management Plan Report.	
	Update on District/City of Sunnyvale Collaboration Efforts.	G. Hall	Receive information and discuss next step on: A. TBD	
	Update on District/City of Palo Alto/City of Mountain View Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. Status of Northwest County Recycled Water Strategic Plan.	
	Update on District/SFPUC/BAWSCA Collaboration Efforts and Feasibility Study.	G. Hall	Receive information and discuss next steps on: A. TBD	
	Direct Potable Reuse Analysis Efforts Update.	G. Hall	Receive information and discuss next steps on: A. TBD	

RECYCLED WATER COMMITTEE

Updated: 3/9/18

08/09/18 12:00 pm (cont'd)	Update on South County Efforts and the District/City of Gilroy Agreements for Expansion of Recycled Water.	G. Hall/K. Oven	Receive information and discuss next steps.	
	Review Committee Work Plan and discuss 2018 meeting schedule.	Committee	Review and make necessary adjustments to Committee Work Plan, and confirm next meeting discussion subjects, and confirm next meeting time and date.	
11/15/18 12:00 pm	Approval of Minutes	Committee	Approve Minutes	
	Expedited Purified Water Program Update	K. Oven/G. Hall	Receive information and discuss next steps: A. *Tentative* Discussion of October 2018 Special Joint RWPAC Meeting Feedback, Follow Up, and Outcomes.	
	Update on Countywide Water Reuse (Recycled and Purified Water) Master Plan.	G. Hall	Receive information and discuss next steps on: A. Status of December 2018 Planned Completion of Draft Countywide Water Reuse Master Plan; and B. Status of June 2019 Planned Completion of Countywide Water Reuse Master Plan.	
	Update on Reverse Osmosis Concentrate Management.	G. Hall	Receive information and discuss next steps on: A. Status of December 2018 Planned Completion of Final Reverse Osmosis Concentrate Management Plan Report.	
	Direct Potable Reuse Analysis Efforts Update.	G. Hall	Receive information and discuss next steps on: A. TBD	
	Update on District/City of Sunnyvale Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. TBD	
	Update on District/City of Palo Alto/City of Mountain View Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. Status of Northwest County Recycled Water Strategic Plan.	

RECYCLED WATER COMMITTEE

Updated: 3/9/18

11/1518 12:00 pm (Cont'd)	Update on District/SFPUC/BAWSCA Collaboration Efforts and Feasibility Study.	G. Hall	Receive information and discuss next steps on: A. TBD	
	Update on South County Efforts and the District/City of Gilroy Agreements for Expansion of Recycled Water.	G. Hall/K. Oven	Receive information and discuss next steps on: A. Status of South County Recycled Water Pipeline Short-Term Phase 1B/2A Project i. Plans, Specifications, and Authorization to Advertise for Bids; and ii. Consultant Agmt w/Mott MacDonald for Construction Mgmt Services	
	Review Committee Work Plan and discuss 2018 meeting schedule.	Committee	Review and make necessary adjustments to Committee Work Plan, and confirm next meeting discussion subjects, and confirm next meeting time and date.	

RECYCLED WATER COMMITTEE

Updated: 3/9/18

2018 ACCOMPLISHMENTS REPORT

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
01/23/18 1:00 pm	Workshop to Receive Information from Public-Private Partnership (P3) Entities Interested in the District's Expedited Purified Water Program	K. Oven	Receive Information and Discuss Next Steps.	Continued to 2/8/18.
02/08/18 2:00 pm 02/14/18 12:00 pm	Election of 2018 Chair, Vice Chair	Committee	Consider the nomination and approve the election of 2018 Committee Chair and Vice Chair	Director Estremera, Chair, and Director Keegan, Vice Chair.
	Approval of Minutes	Committee	Approve Minutes	Approved 11/15/17 and 1/23/18 minutes.
	Update on Countywide Water Reuse (Recycled and Purified Water) Master Plan.	G. Hall	<p>Receive information and discuss next steps and Recommend the following to the Board:</p> <ul style="list-style-type: none"> i. Approve a \$395,000 Budget Adjustment and Authorize the CEO to Execute an Amendment to Agreement with GHD, Inc., for Reverse Osmosis Concentrate Mgmt Project; and ii. Adopt a Resolution to authorize the CEO to prepare and submit a grant application to State Water Resources Control Board Proposition 13 Grant Funding Opportunity, to partially fund the Reverse Osmosis Concentrate Mgmt Project. <p>Receive information and discuss next steps on Status of RFP Process and Planned Spring 2018 Board approval of Consultant Agreement.</p>	Noted.

RECYCLED WATER COMMITTEE

Updated: 3/9/18

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
02/14/18 12:00 pm 02/08/18 2:00 pm (Cont'd)	Expedited Purified Water Program Update	K. Oven/G. Hall	Receive information and discuss next steps on: A. Summary of 01/23/18 RWC P3 Workshop; and B. P3 procurement Options. A. Program Status B. 10/19/17 Special Joint RWPAC Meeting Feedback, Follow Up, and Outcomes; and 04/19/18 Regular Joint RWPAC Meeting Preparation, Planning, and Direction to Staff.	Recommend Options B and C to the Board, with the following modifications included: project labor agreement language; a stipend; a hybrid procurement process for discussion; and that there is a full team (designer/builder/operator/financier) in place from the beginning of the process (2/13/18, Item 4.3).
	Update on Reverse Osmosis Concentrate Management.	G. Hall	Receive information and discuss next steps on: A. December 2017 Planned Completion of Conceptual Alternatives Report; B. Status of August 2018 Planned Completion of Pilot Engineered-Treatment System Final Technical Memorandum and Feasibility Alternatives Report; and Status of December 2018 Planned Completion of Final Reverse Osmosis Concentrate Management Plan Report.	Discussed as component of Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.
	Direct Potable Reuse Analysis Efforts Update.	G. Hall	Receive information and discuss next steps on: A. Staff Evaluation and Analysis of different SWP and Purified Water blend scenarios for PWTP and RWTP; C. Status and/or Feedback on National Water Research Institute White Paper "Implementation of Direct Potable Reuse: An Analysis for California Water Utilities."	Discussed as component of Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.

RECYCLED WATER COMMITTEE

Updated: 3/9/18

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
02/14/18 12:00 pm 02/08/18 2:00 pm (Cont'd)	Update on District/City of Sunnyvale Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. Status of MOU Negotiations; C. Status of Wolfe Road Recycled Water Project Opening Celebration	Discussed as component of Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.
	Update on District/City of Palo Alto/City of Mountain View Collaboration Efforts.	G. Hall	Receive information and discuss next steps on: A. January/February 2018 Joint RWAG w/City Palo Alto Meeting Feedback, Follow Up, and Outcomes; B. Consultant Completion of AWPS Design; and B. Status of Northwest County Recycled Water Strategic Plan.	Discussed as component of Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.
	Update on District/SFPUC/BAWSCA Collaboration Efforts and Feasibility Study.	G. Hall	Receive information and discuss next steps on: A. Completion of first phase of analysis; and B. Discussion on future decision on proceeding with additional work.	Discussed as component of Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.
	Update on South County Recycled Water Projects and District/City of Gilroy Agreements.	G. Hall/K. Oven	Receive information and discuss next steps on: C. TBD	Discussed as component of Update on Countywide Water Reuse (Recycled and Purified Water) Efforts.
	Update on Public Outreach for Recycled and Purified Water, 2017 Potable Reuse Telephone Survey.	R. Callender	B. Receive information and discuss next steps.	Noted.
	Update on the Contra Costa Water District/Central Contra Costa Sanitary District Recycled Water Exchange Project	G. Hall	A. Receive information and discuss next steps.	Noted.

RECYCLED WATER COMMITTEE

Updated: 3/9/18

MEETING DATE	WORK PLAN ITEM, BOARD POLICY, & POLICY CATEGORY	ASSIGNED STAFF	INTENDED OUTCOME(S)	ACCOMPLISHMENT DATE AND OUTCOME
02/08/18 2:00 pm (Cont'd)	Review Committee Work Plan and discuss 2018 meeting schedule (Continued from 11/15/17).	Committee	Review and make necessary adjustments to 2018 Committee Work Plan, and confirm regular meeting schedule for 2018.	Next Meeting March 21, 2018..