

DERWA

Partners:

Dublin San Ramon Services District
East Bay Municipal Utility District

Contract Customer:

City of Pleasanton

Project:

San Ramon Valley Recycled Water Program

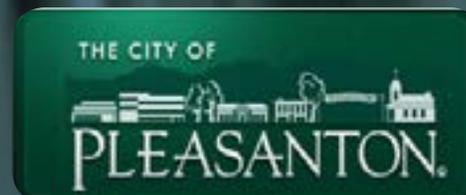
AUTHORITY MANAGER



www.dsrzd.com



www.ebmud.com



www.cityofpleasantonca.gov



srvrwp.org

UNIQUE OPPORTUNITY

This is an opportunity to have an encore professional position as the Authority Manager of a Joint Power Authority that focuses on the delivery of recycled water. Working with a significant amount of autonomy (contributing approximately 1,000 hours annually), this individual will draw both technical knowledge and experience from an accomplished career in public or private sector as a utility manager or as an executive level generalist in city/county management. This Authority Manager will also have top-notch facilitation and collaboration skills and be extremely engaged in expanding the program as it further matures. Candidates for serious consideration will have Bachelor's degree and a solid background in water, wastewater, and/or recycled water. An advanced degree is desirable as is a license as a Professional Engineer. The selected candidate will be required to reside within a 100-mile radius of the assigned location in Dublin, California in order to be involved in a variety of meetings throughout the year, all with advance notice.



DERWA BACKGROUND AND GOVERNING STRUCTURE

The **D**ublin San Ramon Services District (DSRSD) – **E**ast Bay Municipal Utility District (EBMUD) **R**ecycled **W**ater **A**uthority (DERWA) is a Joint Powers Authority (JPA) that was formed in 1995 between DSRSD and EBMUD. This resulted in DERWA's mission to provide a safe, reliable, and consistent supply of recycled water and to maximize the amount of recycled water delivered.

This mutually beneficial project, operating under the JPA structure of DERWA, is known as the San Ramon Valley Recycled Water Project (SRVRWP) and currently provides recycled water to customers in Dublin and San Ramon. Future phases will extend recycled water delivery to portions of Blackhawk and Danville.

The Authority is directed by four board members, two from DSRSD and two from EBMUD. Current board members include:

EBMUD Appointees:

- ◇ Director Frank Mellon (DERWA Director)
- ◇ Director John A. Coleman (DERWA Chair)
- ◇ Alternate, Doug Linney

DSRSD Appointees:

- ◇ Director Ed Duarte (DERWA Director)
- ◇ Director Georgean Vonheeder-Leopold (DERWA Vice Chair)
- ◇ Alternate, Maddie Misheloff, Rich Halket, and Ann Marie Johnson

Authority Secretary

- ◇ Nicole Genzle, Staff to the Board / Assistant for Authority Manager



"In 2017, customers in Dublin, San Ramon and Pleasanton used a total of 1.39 billion gallons of recycled water." srvrwp.org/news.html

Board meetings are held on the first Monday in February, the third Monday in May, and the fourth Mondays in March, July, September, and November. Occasionally, adjustments to the schedule are required to accommodate for holidays and other commitments. Meetings are held at the DSRSD Administrative Offices in Dublin, California.

SAN RAMON VALLEY RECYCLED WATER PROJECT

DERWA and the partner agencies (DSRSD and EBMUD) work hard to provide an eco-friendly supply of irrigation water while conserving limited drinking water. Recycled water deliveries began in early 2006 when construction of the program's first phase was completed.

DSRSD currently supplies water to parts of Dublin and the Dougherty Valley, while EBMUD serves recycled water to portions of San Ramon. In future phases, EBMUD will also supply areas within Blackhawk and Danville. The SRVRWP's main transmission pipeline connects to DSRSD and the EBMUD pipelines, serving large irrigation customers: golf courses, parks, greenbelts, roadway medians, schools, office complexes, and common areas in homeowner associations.

In 2014, the City of Pleasanton signed agreements with the SRVRWP partners that allow its treated wastewater to be used to produce recycled water. The agreements pave the way for a recycled water program in Pleasanton and expansion of the SRVRWP water recycling plant.

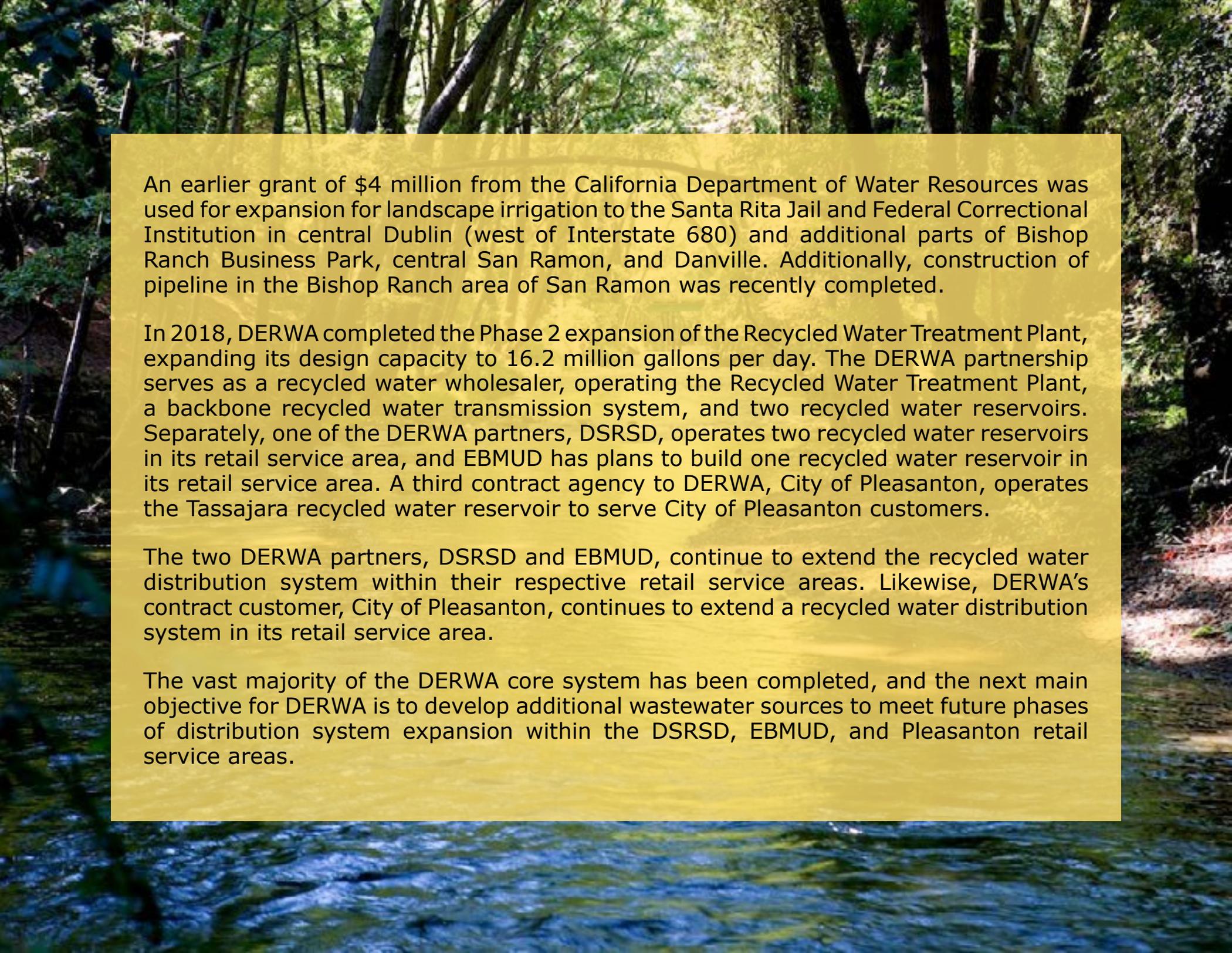
SRVRWP's primary mission is to facilitate the increased use of recycled water, where appropriate, instead of using potable water and this has involved the treatment, storage, and use of highly-treated recycled water for landscape irrigation within parts of Blackhawk, Danville, Dublin, and San Ramon. The program is being implemented in several phases within the two Districts' existing service areas. Future phases of the program will extend recycled water into other parts of the San Ramon Valley, depending on supply and demand, capital funding needs, and availability.

The SRVRWP is designed to provide:

- up to 3,696 acre-feet per year of recycled water to DSRSD;
- up to 2,688 acre-feet per year of recycled water to EBMUD; and
- EBMUD and DSRSD collect the recycled water from the DERWA backbone system and provide it to recycled water customers in their respective service areas delivering it via distribution pipelines.

Operational since 2006, the SRVRWP has provided more than seven billion gallons of recycled water to 358 locations. Phases one and two of this project cost \$87 million and include construction of the Jeffrey G. Hansen Water Recycling Facility, two reservoirs, six pump stations, and 161.7 miles of transmission pipeline, the backbone of the system from which the smaller distribution pipelines service individual customers.

For example, more than 20 percent of the water used by DSRSD customers is recycled. Additionally, in recent years, EBMUD has provided almost 8.1 million gallons of recycled water for landscaping, commercial, and industrial needs to its customer base. That is as much water as nearly 90,000 average EBMUD households use each day. In addition to the SRVRWP, EMBUD also provides recycled water to customers in Richmond, Emeryville, Oakland, and Alameda.



An earlier grant of \$4 million from the California Department of Water Resources was used for expansion for landscape irrigation to the Santa Rita Jail and Federal Correctional Institution in central Dublin (west of Interstate 680) and additional parts of Bishop Ranch Business Park, central San Ramon, and Danville. Additionally, construction of pipeline in the Bishop Ranch area of San Ramon was recently completed.

In 2018, DERWA completed the Phase 2 expansion of the Recycled Water Treatment Plant, expanding its design capacity to 16.2 million gallons per day. The DERWA partnership serves as a recycled water wholesaler, operating the Recycled Water Treatment Plant, a backbone recycled water transmission system, and two recycled water reservoirs. Separately, one of the DERWA partners, DSRSD, operates two recycled water reservoirs in its retail service area, and EBMUD has plans to build one recycled water reservoir in its retail service area. A third contract agency to DERWA, City of Pleasanton, operates the Tassajara recycled water reservoir to serve City of Pleasanton customers.

The two DERWA partners, DSRSD and EBMUD, continue to extend the recycled water distribution system within their respective retail service areas. Likewise, DERWA's contract customer, City of Pleasanton, continues to extend a recycled water distribution system in its retail service area.

The vast majority of the DERWA core system has been completed, and the next main objective for DERWA is to develop additional wastewater sources to meet future phases of distribution system expansion within the DSRSD, EBMUD, and Pleasanton retail service areas.

THE IDEAL CANDIDATE

The Ideal Candidate for this position will be a collaborative leader with the ability to guide the public utility and the policymakers as the recycled program further matures. Additionally, this top candidate will be frequently and actively involved with key staff and leadership at both partner agencies, DSRSD and EBMUD, and with other participating and regulatory agencies.

The Ideal Candidate will have a professional history that demonstrates the following key attributes and qualities:

- Technical expertise in public utilities (water, wastewater, and/or recycled water);
- Solid business-minded management skills, embracing best business practices for a public utility;
- Knowledge of the laws, rules, and legislative processes controlling DERWA's functions, programs, and operations;
- Ability to provide strong leadership to the policy-making board;
- Desire to represent the Authority's interests and collaborate with all levels of stakeholders and general public;
- Outstanding writing skills with the ability to draft, amend, and propose policy changes to the recycled water program documents and amendments;
- Excellent public speaking skills with the ability to present a wide variety of audiences, including the general public, stakeholders, and educational venues in a clear and concise communication style; and
- Ability to establish and maintain effective working relationships with all Board members.



QUALIFICATIONS

Experience: This position requires progressively responsible management and administrative experience dealing with water, wastewater, and/or recycled water in either a public agency or a private utility. Experience working directly with a public utility is strongly preferred. Experience in California is strongly preferred. Ability to identify, pursue, and administer grant funding is an added plus.

Education: Bachelor's degree from an accredited college or university with major course work in civil engineering, sanitary engineering, business or public administration, or a related field is required. Advanced degree is a plus.

Certification / License: Professional Engineer (Civil) in the State of California is an added plus.

DETAILS OF EMPLOYMENT ARRANGEMENT

Employment for the Authority Manager with DERWA will be handled through a Third-Party Contractor since DERWA is not designated to have any direct employees or provide benefits. It is also not a CalPERS agency. Additionally, based on recent rulings in California it is no longer advised for partner agencies to rely on inter-agency MOUs and agreements due to retirement plan issues. For this reason, a new structure for employing the Authority Manager is being developed.

The anticipated framework for engaging the Authority Manager will be through a contractual arrangement with a Third-Party Contractor that employs the new Authority Manager. This employment arrangement will include the following key factors:

- **Compensation:** An agreed upon hourly rate will be paid to a Third-Party Contractor as a consulting agreement to employ the Authority Manager (also referred to as "Employee"). This hourly rate of pay will be established upon final selection of the Authority Manager and will be dependent on qualifications (DOQ), career history, education, and other factors.
- **Benefits:** Entitled benefits due this position will be through the Third-Party Contractor. DERWA is a non-CalPERS Agency for retirement and healthcare purposes. Benefits may be offered through the Third-Party Contractor and may be limited due to the less than full-time hours performed on behalf of DERWA. The Third-Party Contractor will be a private sector municipal consulting firm.
- **Annual Estimated Hours:** Estimated hours for the DERWA engagement as Authority Manager are anticipated to be no more than 1,000 hours annually for the first two-to-three years of the agreement with approximately 500 hours annually thereafter.
- **Employer/Employee Relationship:** The selected candidate will not be directly hired by DERWA. Instead, the Authority Manager will be an at-will Employee hired directly by the Third-Party Contractor (e.g. Ralph Andersen & Associates or other designated consulting/staffing firm). This position of Authority Manager will receive a W-2 annually for wages earned as an Employee of the Third-Party Contractor. The Authority Manager will be assigned through a contractual agreement to DERWA by the Third-Party Contractor and will perform all duties as outlined in a detailed work plan and administered through a consulting arrangement.
- **Contract Term:** The contract term will be designated in a consulting agreement between DERWA and the Third-Party Contractor and will be eligible for annual renewal between both parties (DERWA and Third-Party Contractor). A subsequent supporting at-will employment agreement with the Employee and the Third-Party Contractor will also be developed. Estimated length of on-going consulting services under the umbrella of the Third-Party Contractor is estimated to be three to five years. A non-renewal or "out-clause" of 120 days written notification will be incorporated between the contracted parties (DERWA and the Third-Party Contractor) in alignment with the Employee's notification clause and conditions of at-will employment.

To Be Considered

Interested candidates should apply by **Monday, April 1, 2019**. Electronic submittals should be sent to Ralph Andersen & Associates at: apply@ralphandersen.com, and should include compelling cover letter and comprehensive resume.

Ralph Andersen & Associates will conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Interviews with key leadership from partner agencies (DSRSD and EBMUD) will be scheduled in mid-to-late April. Ideally, the selected candidate will commence work during the May/June 2019 timeframe or at a mutually agreeable date. Employment will be through the Third-Party Contractor as outlined in "Details of Employment Arrangement".

Both partner agencies are committed to an orderly transition of leadership for the newly selected Authority Manager. The recent incumbent for the Authority Manager has been on loan from EBMUD for a three-year assignment that is concluding in June 2019.

Extensive backgrounds, verifications and reference checks will be conducted by Ralph Andersen & Associates on the top candidate once a contingent offer has been presented. Confidential inquiries welcomed to Ms. Heather Renschler at (916) 630-4900.

