

**COMMISSION OF SILICON VALLEY CLEAN WATER  
JOINT POWERS AUTHORITY  
REGULAR MEETING – Monday, June 15, 2020  
8:00 a.m.**

**TO ADDRESS THE *COVID-19 PANDEMIC*, THIS MEETING WILL BE CONDUCTED TELEPHONICALLY OR OTHERWISE ELECTRONICALLY PURSUANT TO THE PROVISIONS OF GOVERNOR NEWSOM’S EXECUTIVE ORDER N-29-20. THE COMMISSION BOARD ROOM WILL BE CLOSED TO THE PUBLIC. THE PUBLIC MAY OBSERVE AND COMMENT BY TELEPHONE OR ELECTRONIC MEANS AS DESCRIBED ON PAGE 7 OF THIS AGENDA.**

**SEE PAGE 7 OF THIS AGENDA FOR MEETING ACCESS INFORMATION AND INSTRUCTIONS**

**COMMISSIONERS**

COUNCIL MEMBER ALICIA AGUIRRE, REDWOOD CITY – CHAIR  
BOARD MEMBER GEORGE OTTE, WEST BAY SANITARY DISTRICT – VICE CHAIR  
COUNCIL MEMBER MARK OLBERT, SAN CARLOS – SECRETARY  
MAYOR WARREN LIEBERMAN, BELMONT – MEMBER

**MANAGER:** TERESA A. HERRERA

**ATTORNEY FOR THE AUTHORITY:** CHRISTINE C. FITZGERALD

**CONTROLLER:** MICHELLE P. FLAHERTY

**TREASURER:** MATTHEW ANDERSON

**AMERICANS WITH DISABILITIES ACT**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact SVCW (650) 591-7121. Notification in advance of the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting.

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT

Any member of the public may address and ask questions of the Chair under this item relating to any matter within the Commission’s jurisdiction that does not appear as a separate item on the Agenda. An opportunity will be provided for members of the public to address the Chair and ask questions about any item that is listed on the

agenda at the time the Commission considers the item and before action is taken. If you address the Commission on a non-agenda item, be aware that the Ralph M. Brown Act (Gov. C. § 54950 et seq.) prohibits the Commission from acting on or discussing such matters at this meeting. Any such item may be referred to staff for a decision with regard to placing it on a future agenda for discussion, action or a report. Written comments received within two hours of the beginning of the meeting will be read into the meeting record.

5. SAFETY MOMENT and REPORTS

- A. Safety Moment.....pg. 11
- B. Manager's Report.....pg. 15
- C. Financial Reports
  - 1. Investment Report.....pg. 19
  - 2. Memorandum from Chief Financial Officer.....pg. 25
- D. Engineering Projects CIP Spend Analysis.....pg. 31
- E. Commission Requested Staff-Level Action Items.....pg. 37
- F. RESCU Program Design-Build Project Status Update.....pg. 43

6. MATTERS OF COMMISSION MEMBER'S INTEREST

7. CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR (begins pg. 53)

8. BUSINESS ITEMS

- A. CONSIDERATION OF RESOLUTION AND MOTION APPROVING PUMP STATIONS IMPROVEMENTS PROJECT (CIP 9501) STAGE 2C DESIGN-BUILD AMENDMENT AND CONSULTANT TASK ORDER (pg. 87)

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING STAGE 2C AMENDMENT TO THE DESIGN-BUILD AGREEMENT FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501); AUTHORIZING EXECUTION OF STAGE 2C AMENDMENT AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS AND ALLOWANCES UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID AMENDMENT – SHEA PARSONS JOINT VENTURE - \$42,718,238
- ii. Move approval of TASK ORDER AMENDMENT SCOPE AND BUDGET FOR PROJECT MANAGEMENT SERVICES FOR PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$735,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – COLLABORATIVE STRATEGIES CONSULTING

B. CONSIDERATION OF RESOLUTIONS ESTABLISHING RATES OF PAY AND CLASSIFICATIONS FOR CONFIDENTIAL GENERAL, UNREPRESENTED GENERAL, PROFESSIONAL AND MANAGEMENT EMPLOYEES; AND APPROVING UPDATED CONSOLIDATED PAY SCHEDULE (pg. 93)

Proposed Actions:

Move adoptions of:

- i. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR MANAGEMENT EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING AND RESTATING CERTAIN PROVISIONS OF RESOLUTION NO. SVCW 19-24 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HERewith
- ii. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR CONFIDENTIAL GENERAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 19-25 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HERewith
- iii. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION FOR UNREPRESENTED GENERAL EMPLOYEE POSITIONS OF ENGINEERING INTERN, LABORATORY ASSISTANT AND GENERAL INTERN AND RESCINDING RESOLUTION NO. SVCW 19-26 AND ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HERewith
- iv. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR PROFESSIONAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 19-27 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HERewith
- v. RESOLUTION AMENDING SECTION 6 OF RESOLUTION NO. SVCW 77-6, THE SVCW PERSONNEL RESOLUTION, RELATING TO CLASSIFICATION OF POSITIONS AND RESCINDING PARAGRAPH 1 OF RESOLUTION NO. SVCW 19-28 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HERewith
- vi. RESOLUTION APPROVING AND ADOPTING CONSOLIDATED PAY SCHEDULE FOR ALL REPRESENTED AND UNREPRESENTED

EMPLOYEES OF SILICON VALLEY CLEAN WATER FOR FISCAL YEAR  
2020-2021

9. CLOSED SESSION

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code Section 54957)

Title: Manager

B. CONFERENCE WITH LABOR NEGOTIATOR (Gov't Code Section 54957.6)

Unrepresented Employee: Manager

10. RECONVENE IN OPEN SESSION – Announce action taken in Closed Session, if any

11. ADJOURN

## CONSENT CALENDAR

### **NOTICE TO PUBLIC**

All matters listed under CONSENT CALENDAR are considered to be routine. There may be discussion on items on the CONSENT CALENDAR. All items will be enacted by one motion with a voice vote unless members of the Commission, staff, or public request specific items be removed from the CONSENT CALENDAR for separate action.

7. A. APPROVAL OF MINUTES – May 18, 2020 (pg. 53)

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED MAY 1, MAY 15, MAY 29, AND JUNE 1, 2020 AND NECESSARY PAYMENTS THROUGH JUNE 1, 2020 (pg. 61)

C. CONSIDERATION OF MOTION AND RESOLUTION APPROVING TO SOLE SOURCE SPECIFIC EQUIPMENT IN USE AT SVCW FACILITIES (pg. 65)

Proposed Action:

- i. Move approval TO SUSPEND COMPETITIVE BIDDING REQUIREMENTS BASED ON PUBLIC CONTRACTS CODE (PCC) SECTION 3400 WHICH AUTHORIZES SILICON VALLEY CLEAN WATER TO PURCHASE SPECIFIC EQUIPMENT WITHOUT SPECIFYING “OR EQUAL” MANUFACTURERS AND EQUIPMENT (SOLE SOURCE) (5/7<sup>th</sup> weighted vote required)
  - ii. Move adoption of RESOLUTION ALLOWING FOR THE SOLE SOURCE SPECIFICATION AND PURCHASE OF STANDARDIZED EQUIPMENT AND MATERIALS AS LISTED, TO MATCH EXISTING, PROVEN EFFECTIVE OR TESTED EFFECTIVE EQUIPMENT FOR A PERIOD OF FIVE YEARS FROM JUNE 2020 THROUGH JUNE 2025
- D. CONSIDERATION OF MOTION TO ACCEPT NEW 12KV SWITCHGEAR PROJECT (CIP #9807) AND AUTHORIZE FILING NOTICE OF COMPLETION (pg. 73)

Proposed Action:

Move approval of MOTION TO ACCEPT NEW 12KV SWITCHGEAR PROJECT (CIP #9807) AND AUTHORIZE FILING NOTICE OF COMPLETION – JF SHEA/PARSONS JOINT VENTURE

E. CONSIDERATION OF RESOLUTION AUTHORIZING EXECUTION OF A QUITCLAIM DEED OF CERTAIN REAL PROPERTY INTERESTS FOR THE GRAVITY PIPELINE PROJECT (pg. 79)

Proposed Action:

Move approval of RESOLUTION AUTHORIZING EXECUTION OF QUITCLAIM DEED OF CERTAIN REAL PROPERTY INTERESTS HEREIN DESCRIBED (APN 095-030-230)

F. CONSIDERATION OF MOTION APPROVING PURCHASE OF CONVEYOR SYSTEM FOR BIOSOLIDS DRYING (pg. 83)

Proposed Action:

Move approval of EXPENDITURES TO PURCHASE REPLACEMENT CONVEYOR AT A COST NOT TO EXCEED ONE HUNDRED AND THIRTY-THREE THOUSAND (\$133,000) AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS.

Microsoft Teams Access Information  
Silicon Valley Clean Water  
Regular Meeting  
Monday, June 15, 2020

WEBSITE: [Link to access meeting](#)

MEETING ID: 148 865 815#

CALL IN PHONE NUMBER: [+1 747-216-0281](#)

You may view video during the meeting via live stream. An audio will be available after the meeting at SVCW's website. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact Teams meeting support at 707-862-0859. Note: Public participation is not permitted during closed session discussion items.

**Public Comment**

Public comment may be made by joining the meeting using the link or phone number above or by emailing comments to [commission@svcw.org](mailto:commission@svcw.org) up to two hours prior to the scheduled meeting time. All comments should be in accordance with the three-minute per speaker limit. Indicate in your email the agenda item to which your comment applies. If you have anything that you wish distributed to the Commission and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

SVCW's Clerk will read all written comments into the meeting record.

**Accessibility for Individuals with Disabilities**

Upon request, SVCW will provide for access to individuals with disabilities to fully engage in the meeting process. Joining the meeting via the teleconference instructions above will provide access to open captioning. For other accommodations, please email your request to [commission@svcw.org](mailto:commission@svcw.org) or call 650-591-7121 at least four (4) days prior to the scheduled meeting time. Requests will be granted whenever possible and resolved in favor of accessibility.

**Subject to Change:**

Given the current public health emergency and the rapidly evolving federal, state, and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting SVCW's website [www.svcw.org](http://www.svcw.org).

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## **AGENDA ITEM 5A**

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### Tips for Beating the Heat and Sleeping Better

As summer comes peeking around the corner of spring, we're all thinking of the fun, sun and long warm nights ahead of us. If you find yourself without the luxury of air conditioning, or you simply need to rough it out to save your bank account this summer, here are 9 ways to stay cool on a hot night

**1. Think about your sheets** To sleep cool, choose lighter colored sheets in breathable fabrics, such as cotton or linen.

**2. Adjust your nighttime wardrobe** When the temperature rises, our need for clothing coverage lowers. Choose loose, cotton pajamas that allow for ventilation to help keep you cool.

**3. Make the fans work for you**

- Place your fan facing the window so it pushes hot air away from your sleeping area.
- Adjust your ceiling fan to rotate counter-clockwise to pull hot air up and out of the room instead of just pushing it around.
- If you prefer the fan facing you, place a bowl or pan of ice in front of it. The blowing air will take the coolness from the ice as it melts and mist it on you while you sleep.
- Create a glorious world of swirling air with a cross-breeze by placing a fan across from an open window.

**4. Close the kitchen and cook your food outdoors**

**5. Unplug & go dark earlier in the evening** This will help you keep cool by not having a warm device in your hands, and help you fall asleep faster without the distraction of technology.

**6. Sleep solo (or at least further apart)** If you have a whole mattress to yourself, you'll be able to stretch and spread out like a starfish, allowing air to flow around your body and limiting the potential perspiration.

**7. Give yourself cold feet** Your feet are a very sensitive area, containing many pulse points in the feet and ankles. Cool down your whole body by dipping your feet in cold ice water.

**8. Indulge your pulses** To chill down fast, place an ice pack on your pulse points such as your wrists, neck, elbows, ankles and behind the knees.

**9. Allow the chill to cascade like a waterfall** If you can't bring down the temperature of the room, bring down your body temperature by taking a cold shower.

**Bonus: Stay hydrated**

Combating the heat isn't always just a battle of temperature – consistent sweating can cause dehydration. In the early evening, be sure to drink at least 8 ounces of water to keep yourself hydrated!

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## **AGENDA ITEM 5B**

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Recurring and Upcoming 2020 Commission Actions  
Updated for June 2020 Meeting

January	February	March	April
<ul style="list-style-type: none"> <li>• Long Range Financial Plan</li> <li>• CIP Update (annual or biennial)</li> <li>• Review Investment Policy</li> </ul>	No Meeting	<ul style="list-style-type: none"> <li>• Budget Workshop</li> <li>• Review Investment Policy</li> </ul>	<ul style="list-style-type: none"> <li>• Budget Approval</li> <li>• Review Debt Policy</li> <li>• Consider Emergency Declaration</li> </ul>
May	June	July	August
<ul style="list-style-type: none"> <li>• Initiate Manager Performance Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Approve Resolution 77-6 "Personnel Resolution"</li> <li>• Perform Manager Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Commission Chair, Vice Chair, and Secretary Appointment</li> <li>• Local Limits Adoption</li> </ul>	Conflict of Interest Update (Biennial; even-numbered years)
September	October	November	December
Review Reserve Funds Policy			<ul style="list-style-type: none"> <li>• Commission Meeting schedule for following year</li> <li>• Audited Financial Reports</li> </ul>

 - Recurring Commission Actions

 - Upcoming Commission Actions

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## **AGENDA ITEM 5C**

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Silicon Valley Clean Water Authority  
Cash & Investments Summary Report  
May 31, 2020

Description	Market Value	% of Total Holdings	Yield
<b>Reserve Accounts</b>			
Operating Reserve* - Securities	\$ 3,395,938	1.8%	1.65%
Operating Reserve - Money Market Fund Balance	412,526	0.2%	0.09%
CIP Reserve* - Securities	18,963,382	9.9%	2.02%
CIP Reserve - Money Market Fund Balance	1,825,922	0.9%	0.09%
Stage 2 Capacity Reserve* - Securities	13,364,228	6.9%	2.04%
Stage 2 Capacity Reserve - Money Market Fund Balance	291,688	0.2%	0.09%
<b>Total Market Value: Operating and Reserve Accounts</b>	<b>\$ 38,253,685</b>	<b>19.9%</b>	<b>1.87%</b>
<b>Total Accrued Interest: Operating and Reserve Accounts</b>	<b>153,645</b>		
<b>GRAND TOTAL, OPERATING AND RESERVE ACCOUNTS</b>	<b>\$ 38,407,330</b>		
<b>Bond and Notes Accounts</b>			
Zions Bank (Trustee)			
2018 Project Fund Account - CAMP	\$ 16,936,167	8.8%	0.56%
2018 Revenue Account	5,005	0.0%	0.01%
2018 Acquisition Account - Euro for TBM Purchase	770,414	0.4%	
2019A Notes WIFIA* - Securities	90,851,625	47.2%	1.87%
2019A Notes WIFIA - Money Market Fund	17,004,614	8.8%	0.01%
2019A Capitalized Interest Account* - Securities	25,019,354	13.0%	1.77%
2019A Capitalized Interest Account - Money Market Fund	7,226	0.0%	0.01%
2019 Cost of Issuance	36,270	0.0%	0.01%
Bank of New York (Trustee)			
2009 Revenue FD Account - Money Market Fund 1		0.0%	
2014 Revenue Account	451	0.0%	0.36%
2014 Interest Account - Money Market Fund	13	0.0%	0.05%
2014 Principal Account - Money Market Fund	7	0.0%	0.42%
2014 Cost of Issuance Account - Cash	2	0.0%	-
2015 Project Account - Cash	2	0.0%	-
2015 Revenue Account	173	0.0%	0.42%
<b>Total Market Value: Bond Proceeds Accounts</b>	<b>\$ 150,631,325</b>	<b>78.3%</b>	<b>1.49%</b>
Accrued Interest: Bond Proceeds Accounts	857,063		
Uninvested Operating Cash (including outstanding checks)	2,901,159	1.5%	
Local Agency Investment Funds (LAIF) Balance	712,910	0.4%	1.36%
<b>Total Cash &amp; Investments</b>	<b>\$ 193,509,786</b>	<b>100.00%</b>	<b>1.54%</b>



Matt Anderson

6/8/2020

Date

Chief Financial Officer / Assistant Manager

\* Monthly report of security transactions and interest available upon request

- 1. All operating fund accounts are in compliance with SVCW's Investment Policy, and all bond proceeds accounts are in compliance with the relevant bond documents.*
- 2. SVCW has adequate funding levels for more than six months of operations and claim payments, as referenced in CA Code Section 53646.*
- 3. Market valuations for the Operating and Reserve accounts along with the 2018 and 2019A bond proceeds accounts are provided by PFM Asset Management LLC (PFM). Generally, PFM's market prices are derived from closing bid prices as of the last business day of the month as supplied by ICE Data Services or Bloomberg. Where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFM believes the prices to be reliable, the values of the securities do not always represent the prices at which the securities could have been bought or sold.*
- 4. Market valuations for the 2009, 2014, and 2015 bond proceeds accounts are provided by Bank of New York Mellon.*
- 5. In accordance with Generally Accepted Accounting Principles (GAAP), month-end holdings and information are reported on a trade date basis.*
- 6. The yields shown for securities portions of the operating and reserve accounts and the 2019A bond proceeds accounts are the yields to maturity at cost.*
- 7. The yield for LAIF is the average monthly effective yield. Source: [https://www.treasurer.ca.gov/pmia-laif/historical/avg\\_mn\\_ylds.asp](https://www.treasurer.ca.gov/pmia-laif/historical/avg_mn_ylds.asp)*
- 8. The yields shown for the PFM-managed money market funds are the Yield to Maturity at Cost, and the Yield to Maturity at Market sourced from the respective fund providers' statements. Yields for BNY-managed funds are Market Yields sourced from the respective fund providers' statements.*
- 9. The yield shown for CAMP is the monthly distribution yield.*

**Silicon Valley Clean Water**  
**Operating and Reserve Funds - Sector Allocation & Compliance May 31, 2020**

Security Type	Operating Reserve	CIP Reserve	Capacity Reserve	Total Market Value	% of Total Portfolio	% Allowed by Policy	In Compliance	% Change vs. Prior Month
U.S. Treasury	\$ 1,431,595	\$ 6,849,488	\$ 4,265,134	\$ 12,546,217	32.7%	100%	✓	(0.2%)
Supnationals	\$ 125,503	\$ -	\$ -	\$ 125,503	0.3%	100%	✓	(0.0%)
Federal Agency/GSE	\$ 1,192,485	\$ 3,709,273	\$ 2,637,496	\$ 7,539,253	19.6%	100%	✓	(1.4%)
Federal Agency CMO	\$ -	\$ 2,598,169	\$ 1,839,193	\$ 4,437,362	11.6%	100%	✓	(0.3%)
Federal Agency MBS	\$ -	\$ 1,459,983	\$ 1,390,582	\$ 2,850,565	7.4%	100%	✓	(0.3%)
Municipal	\$ -	\$ 278,634	\$ 202,339	\$ 480,973	1.3%	100%	✓	(0.0%)
Corporate Notes	\$ 646,355	\$ 4,067,835	\$ 3,029,484	\$ 7,743,674	20.2%	30%	✓	0.7%
<b>Securities Sub-Total</b>	<b>\$ 3,395,938</b>	<b>\$ 18,963,382</b>	<b>\$ 13,364,228</b>	<b>\$ 35,723,548</b>	<b>93.0%</b>		✓	
Accrued Interest	10,073	87,175	56,397	153,645	0.4%			
<b>Securities Total</b>	<b>\$ 3,406,011</b>	<b>\$ 19,050,557</b>	<b>\$ 13,420,625</b>	<b>\$ 35,877,193</b>	<b>93.4%</b>			
Money Market Fund	412,526	1,825,922	291,688	2,530,137	6.6%	20%	✓	1.4%
<b>Total Investments</b>	<b>\$ 3,818,537</b>	<b>\$ 20,876,480</b>	<b>\$ 13,712,314</b>	<b>\$ 38,407,330</b>	<b>100%</b>			
<i>As % of 6/30/20 Target:</i>	<i>105%</i>	<i>107%</i>	<i>100%</i>	<i>104%</i>				

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## AGENDA ITEM 5C2

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June 15, 2020

To: SVCW Commissioners

From: Matt Anderson

Subject: Pension Stabilization Trust Introduction

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**ISSUE:**

Silicon Valley Clean Water ("SVCW", or "the Authority") provides its employees with a defined benefit pension through the California Public Employees' Retirement System (CalPERS). Changes in CalPERS' investment returns and employee experience have caused increased payments into the pension plan and reduced their funding status. As agencies across the state anticipate CalPERS will continue to enact changes to improve its financial stability, further increases in required pension contributions are likely.

It is currently estimated that SVCW's pension liability is currently 78% funded, with a Net Pension Liability of \$16.6 million. SVCW is assessing options to address increased pension costs and their volatility. The SVCW Manager and I believe it will be beneficial for SVCW to establish a trust as a mechanism to fund future pension liabilities.

**BACKGROUND:**

The United States Internal Revenue Service determined that trusts established for the exclusive purpose of funding public agencies' employee benefit obligations are entitled to certain tax benefits, particularly exemption from income tax. These trusts (referred to as "Section 115 Trusts") were historically used for funding other post-employment benefits (OPEB) obligations, but since 2015 have become popular vehicles to fund retirement benefit obligations, particularly in response to increased CalPERS required contributions.

Section 115 Trusts have two main characteristics that make them attractive mechanisms for setting aside funds to offset pension costs. The trusts are irrevocable, meaning that the resources deposited into the Trust become the property of the Trust and cannot be withdrawn for use on other purposes. Also, because the investment horizons are typically longer than other cash reserves, assets in the Trust can be placed into a broader range of investments with possibly greater returns than permitted for other general governmental funds.

In January 2011 SVCW faced a similar unfunded liability of \$7.6 million associated with its Other Post-Employment Benefits (OPEB). SVCW began to address its OPEB liability by establishing a Section 115 Trust and has remitted regular budgeted contributions to the trust. As a result, as of June 2020 the OPEB liability is nearly fully funded at 95%.

As noted above, CalPERS made changes that significantly increased required payments and decreased the funded status of participating agencies' pension plans. These changes were intended to address the declines in agencies' funded status caused by investment losses, increased pay, demographic changes, and contribution policies. SVCW intends to improve the funded status of its pension plan and have a mechanism that addresses the anticipated volatility of required contributions.

SVCW therefore engaged actuarial consultant GovInvest to assess future CalPERS costs and develop options to address its \$16.6 million Net Pension Liability. These options include:

- **Restructure CalPERS' amortization bases:** Also known as a "Fresh Start", members may choose a shorter number of years to address the liability by contributing additional funds. Its benefit is the overall lower interest costs. A disadvantage is that it locks the agency into higher annual payments for the duration of the selected amortization period.
- **Make Additional Discretionary Payments ("ADPs") directly to CalPERS:** If diligent, SVCW could follow an amortization base and mirror the Fresh Start. Contributions made directly to CalPERS directly reduce the liability but will not significantly reduce annual contributions since CalPERS spreads the contributions over the remaining amortization period. This option also has an optical benefit of the liability reduction being directly reflected on the financial statements. A disadvantage of the ADP approach, however, is the loss of control over investment strategies.
- **Establish a Section 115 Trust and prefund with recurring contributions:** Contributions to a Trust are determined via SVCW's policy and budget processes and may be increased or decreased as necessary. The Trust is designed to generate investment income and reduce future cash flow requirements and budget dependencies. Though Trust assets can only be used for retirement plan purposes, they may be used to reimburse an Agency for retirement system contributions and thus stabilize budget volatility. SVCW would have greater control over the investment strategies that can be tailored towards safety of principal and investment horizons.

I have worked with SVCW's actuarial consultant to develop a forecast of future CalPERS rates and have analyzed options for addressing unfunded liabilities and

contribution volatility. This analysis found that a pension trust is an appropriate option for SVCW.

The SVCW Manager and I have concluded that establishing a Section 115 Trust is the appropriate option to recommend. Since 2015, hundreds of California public agencies have established their own Section 115 trusts or joined multiple-employer Section 115 trusts established by private trust administration firms. Assets in an agency's trust account can only be used to make payments directly to a pension system such as CalPERS or to reimburse the agency for its pension costs. Trusts are relatively inexpensive to establish or join and offer participating agencies significant flexibility in deciding how much to contribute, how contributions are invested, and when to make payments out of the trust.

My staff and I will research options for establishing and management of the 115 Trust. Potential firms that offer comparable services may include Public Agency Retirement Services (PARS), the CalPERS'-associated California Employers' Pension Prefunding Trust (CEPPT), and PFM.

#### FINANCIAL IMPACT:

The SVCW 2020-21 operating budget includes approximately \$800 thousand in contributions towards its Net Pension Liability. If deployed through a Section 115 trust, SVCW could accelerate the fully-funded status of the pension liability to 2030, or ten years faster than CalPERS' current projections. It also reduces SVCW's required contributions by \$10 million (or Net Present Value \$4.6 million) over the same duration period that CalPERS' currently estimates SVCW would reach fully-funded status.

#### RECOMMENDATION:

There is no action required by the Commission at this time. SVCW staff intends to request proposals from firms qualified to administer a Section 115 trust program. Staff will also return with analysis that informs the Commission as to investment strategies and likely outcomes. At the time that adequate information is gathered, the Commission will be requested to adopt a resolution to establish a Section 115 Trust with the selected firm.

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## AGENDA ITEM 5D

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**ENGINEERING REPORT: MAY 2020  
CAPITAL IMPROVEMENT PROGRAM**

**RESCU Program (6008, 9501, 9502):** Design and construct conveyance system improvements.

SVCW has awarded progressive design build contracts to Barnard Bessac Joint Venture for the Gravity Pipeline (GP) Project and Shea Parsons Joint Venture for the Front of Plant (FoP) and Pump Stations Improvements (PSI) Projects. These projects are in varying states of design and construction. SVCW staff and consultant project team are intricately involved in all stages of work.

The PSI project is nearing 60% design completion. The Commission has approved the Stage 2A and 2B contract amendments for the Menlo Park Pump Station Rehabilitation and Belmont Pipeline design and construction, respectively. The Stage 2C amendment is recommended for authorization in June 2020.

Planned Commission Actions: Approve PSI Contract Change Order for Stage 2C Design and Construction – June 2020

**New 12kV Switchgear Project (9807):** Construct new 12kV switchgear equipment and enclosure.

In March 2018, the Commission approved a contract with Shea/Parsons Joint Venture to construct a new 12kV Switchgear. Design was completed by Beecher Engineering and Kennedy/Jenks. The new 12kV equipment is needed to supply power to the new front of plant facilities and provides SVCW the ability to export power to the utility grid. The project has reached Substantial Completion and the switchgear is in use.

Planned Commission Actions: Accept Project/File Notice of Completion – June 2020

**BioForceTech (CIP #9231):** Partner with biosolids drying and disposal company, BioForceTech for an alternative biosolids handling facility.

SVCW entered into an agreement with BioForceTech (BFT) in 2015 for biosolids drying and disposal, and has subsequently amended the plan for SVCW to take over ownership and operation of the equipment. BFT is currently implementing improvements to the system before turning it over to SVCW. SVCW staff have identified a change to the system to provide additional flexibility in operations. Authorization for a new conveyance system is proposed and recommendation will be brought to the Commission for approval.

Planned Commission Actions: Approve Purchase of Conveyor System – June 2020

**Thickening Improvements – Phase 1 (9168):** Procure and install two rotary drum thickeners to thicken primary sludge.

At its March 2017 meeting, the Commission authorized purchase of two rotary drum thickeners to replace the Gravity Thickeners which are past the point of their useful lives. Overaa Construction was awarded the construction contract to install the thickeners, which will thicken primary sludge before it enters the digesters. The rotary drum thickeners will also be used to facilitate future recuperative thickening of the digester contents to improve digester volatile solids destruction resulting in increased digester gas production. This project is nearing completion and project acceptance will be sought in August.

Planned Commission Actions: Accept Project/File Notice of Completion – August 2020

**Wastewater Treatment Plant Improvements Phase 2 (9503):** Rehabilitation and/or replacement of seven treatment plant mechanical processes.

This project includes improvements and rehabilitation of several processes throughout the plant. The design-build project was awarded to Overaa Construction in April 2018. The project is now in the startup phase, with the majority of the mechanical and electrical improvements completed.

The remaining work to be completed includes improvements to the HVAC system and miscellaneous support systems for the installed equipment.

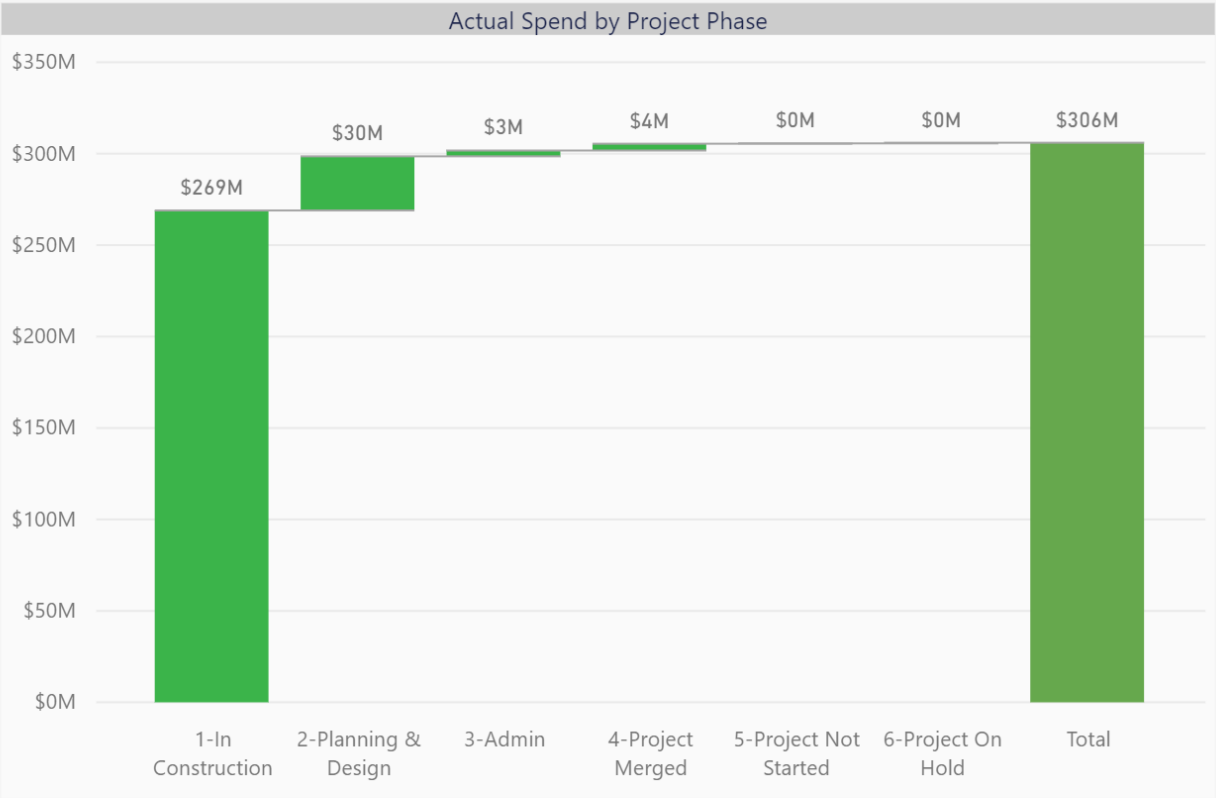
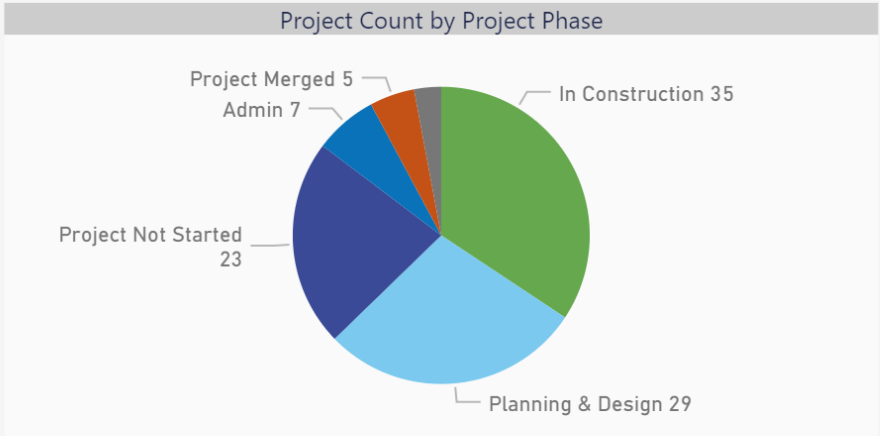
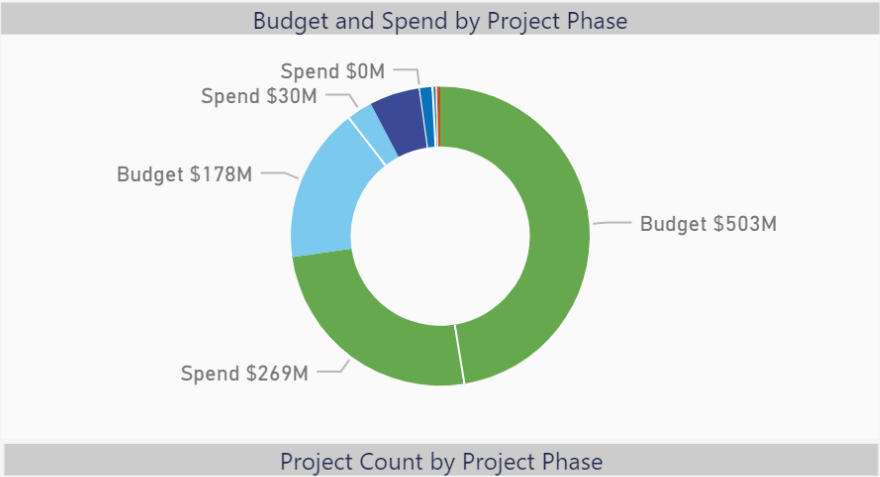
Planned Commission Actions: Accept Project/File Notice of Completion – September 2020



# CIP Spend Analysis



	Project Phase	Project Count	2020 Budget	Spend	Remaining	Unspent %
	In Construction	35	\$502,867,058	\$268,962,236	\$233,904,822	46.51%
	Planning & Design	29	\$177,584,452	\$29,598,085	\$147,986,368	83.33%
	Admin	7	\$14,458,911	\$3,174,492	\$11,284,419	78.04%
	Project Merged	5	\$0	\$3,726,480	\$-3,726,480	N/A
	Project Not Started	23	\$58,190,153	\$184,647	\$58,005,506	99.68%
	Project On Hold	3	\$1,480,974	\$356,321	\$1,124,653	75.94%
Total		102	\$754,581,548	\$306,002,261	\$448,579,286	59.45%



This report is a snapshot of CIP spending and displays the cost of projects as they evolve from un-initiated to completed. Within each phase, actual expenditures is compared to the 2018 CIP Budget Plan to arrive at dollars remaining.

"Planning/Design" budget values are not fully encumbered and therefore not meant for comparison to actual expenditures. Only upon completion of the planning and design phase will project budget and actual expenditures be recategorized to "In Construction" and a good measure of budget adherence.

"In Construction" dollar values reflect encumbrances (Budget) and expenditures (Actual Spent to date); comparing these numbers describes budget adherence.

"Other" phase includes projects that are administrative in nature (e.g. SRF loan expenses, Insurance, etc) and/or projects that have not been initiated.

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## AGENDA ITEM 5E

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**Silicon Valley Clean Water**  
**Commissioners' Requested Action Items**

**JUNE 15, 2020**  
**AGENDA ITEM 5E**

Updated: 05/21/2020

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
5/18/2020	1	Modify Agenda and Distribution Method	6/15/2020			✓	6/10/2020	1-Add page numbers for agenda items on agenda, 2-Mail hard copy packets to Warren and George, 3 - Email Teams meeting information to Commissioners
	2	Research on illness transmission in sewers	N/A		✓			Ask researchers when results might be available; get info to Commissioners.
4/20/2020	1	Emergency Declaration	N/A	✓			4/20/2020	Manager to reach out via email, special meetings, etc to Commission as needed when decisions are required or made
3/9/2020	1	Finance Section on Agenda Letters	4/20/2020			✓	4/20/2020	Answer the question: is the cost associated with an item in line with expectations?
	2	Succession and Retention Staff Planning	N/A		✓			In response to hardships to staff from high cost of living and the large number upcoming retirements, report out on activities related to retention and succession planning.
	3	1406 Radio Road Building	N/A		✓			Research and make recommendation related to historic registry restraints on what can/can't be done with buildings
1/27/2020	1	Clarify verbiage in Local 39-SVCW MOU Side Letter	N/A			✓	3/2/2020	Clarify that the term "bi-weekly" equates to two times per month; i.e., coincides with pay periods.
	2	Clarify Financial Impact section on Agenda Letters	3/9/2020			✓	3/2/2020	Simplify the financial impact section to enable the reader to more readily decipher the information.
	3	Investment Policy Re-work	3/9/2020			✓	2/24/2020	SVCW CFO reach out to Bel CFO to discuss strategy further. Bring item to March meeting for consideration.
	4	CIP Update Document	N/A			✓	1/28/2020	Email CIP document to WBSD Commissioner and upload to website. For future, include CIP document with the agenda packet, especially the CEQA table.
12/16/2019	1	WWTP Underslab Piping	N/A			✓	1/27/2020	Describe plans for investigating condition of underslab piping
	2	Improve readability of presentations	1/27/2020			✓	3/9/2020	Some slides hard to read on screen and in handouts; improve all powerpoint presentations' readability.
	3	Practice for use of risk registers on projects	N/A			✓	1/9/2020	Information shared at Technical Committee meeting.
11/18/2019	1	Data reporting solutions associated with ERP	N/A			✓	12/16/2020	Consider use of Tableau software as opposed to the proposed Power BI. Memo with decision-making process points presented to Commission.
	2	Investment Policy	3/9/2020			✓	3/9/2020	Further discussion between SVCW and member agency staff occurred. Item was approved at March meeting.

**Silicon Valley Clean Water**  
**Commissioners' Requested Action Items**

Updated: 05/21/2020

**JUNE 15, 2020**  
**AGENDA ITEM 5E**

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
	3	Investment Report	12/16/2019			✓	12/10/2019	Operating and Reserve Funds Sector Allocations table: Add total % change vs prior month to summary
	4	County Easement	12/16/2019			✓	12/10/2019	Discussed item under Closed Session - December meeting
	5	Reserve Policy	12/16/2019			✓	12/10/2019	Add escalator to reserves annual contributions; using ENR Construction Cost Index for S.F. Bay Area December of each year
10/21/2019	1	Research video recording meetings	N/A			✓	12/10/2019	Reach out to Menlo Park FD and Town of Atherton regarding video recording meetings. Outreach completed. Recommendation is to not pursue.
	2	Change information on financial reports and RESCU updates	N/A			✓	11/18/2019	On financial reserves report, add comparison of reserves collected to policy targets. On RESCU report, add information on change orders issued on projects.
9/16/2019	1	Research viability of videoing meetings	10/21/2019			✓	10/21/2019	An agenda item was added to the agenda and discussion ensued. Further research was requested.
	2	Review necessity for roll call vote on agenda items	10/21/2019			✓	9/18/2019	Roll call votes are not necessary.
8/19/2019	1	Nepotism and Fraternization Policy	9/16/2019			✓	9/5/2019	Review member agencies' policies and compare with proposed. Item was brought back to Commission in September.
	2	Recycled Water Facilities	N/A			✓	8/23/2019	Review payment for facilities repair with RWC. Per the agreement, repairs are RWC's responsibility.
7/15/2019	1	No new items at this meeting						
6/17/2019	1	No new items at this meeting						Direction provided to Counsel and staff re: closed session items only
5/20/2019	1	Send Updated Agenda Item 5E				✓	5/20/2019	The incorrect version was included in the agenda packet. A corrected version was emailed to Commissioners on 5/20/19.
	2	Days Since Last Incident Sign - Pelican Board Room				✓	7/15/2019	The sign is on display in Pelican Room
> One Year	1	8E - JPA Amendment; re-initiate "clean up" to JPA	N/A		✓			Make required and requested changes to the JPA a priority. Comments received; Manager to begin working on consolidation.

**Silicon Valley Clean Water**  
**Commissioners' Requested Action Items**

**JUNE 15, 2020**  
**AGENDA ITEM 5E**

Updated: 05/21/2020

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
	2	When SVCW can begin exporting power to grid, make public for positive public relations standpoint	N/A		✓			While the 12kV switchgear is ready to export power, the contract with P.G.&E. and documentation with CA Energy Commission will not be complete until June 2020. Public notice will be prepared and distributed when appropriate.
	3	Project delay costs	N/A	✓			Ongoing	Inform Commission of any potential delays that could add time and costs to projects they have authorized.
	4	Maple Street Development	N/A	✓				SVCW and RWC staff coordinating efforts and messages to developer to protect mutual and exclusive interests.
	5	Connection Fees	NA		✓			Additional plant capacity evaluation is underway to ensure proper flow numbers are used in the calculations. Will be incorporated into upcoming JPA changes.

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## **AGENDA ITEM 5F**

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Overview



RESCU Program describes eleven projects which constitute full replacement and rehabilitation of SVCW's conveyance system. RESCU includes the Gravity Pipeline, Front of Plant, Pump Stations, and Belmont Force Main projects. The Front of Plant includes six and Pump Stations includes four of the eleven projects. The Conveyance System Improvements Environmental Impact Report completed and adopted by the SVCW Commission in April 2017 covers work to be done under all the RESCU Program projects.

Available Budget

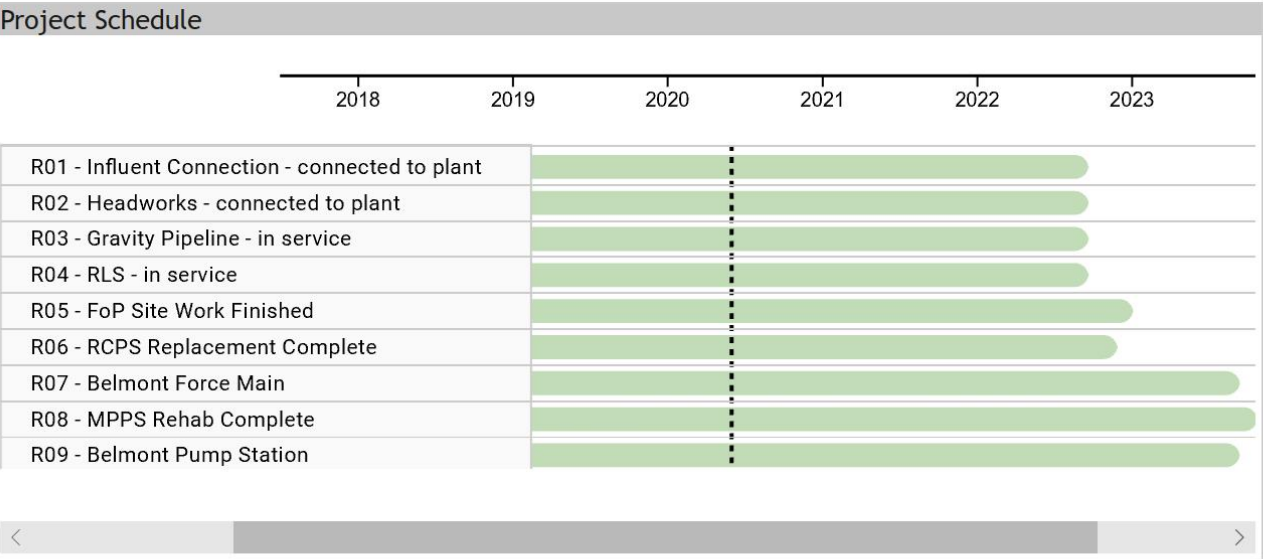
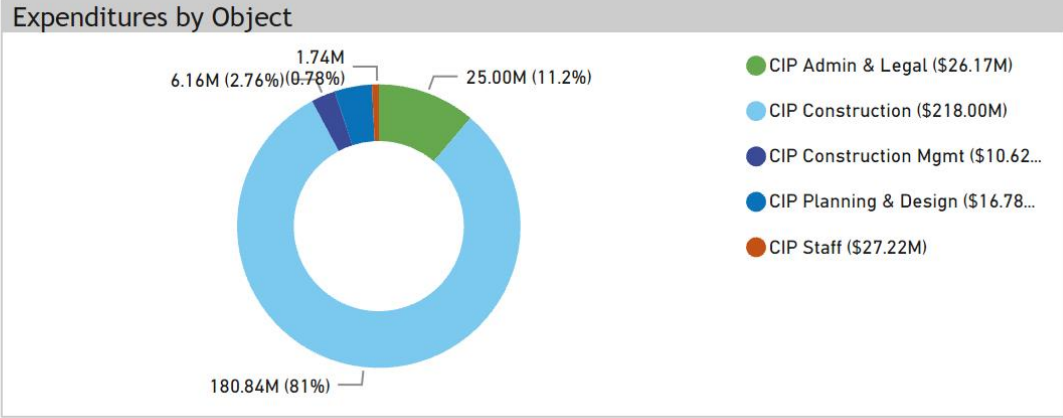
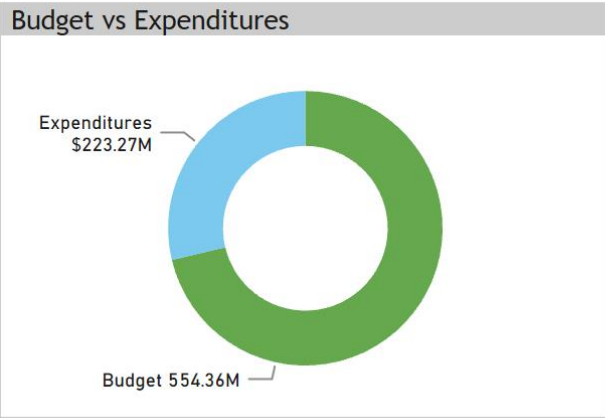
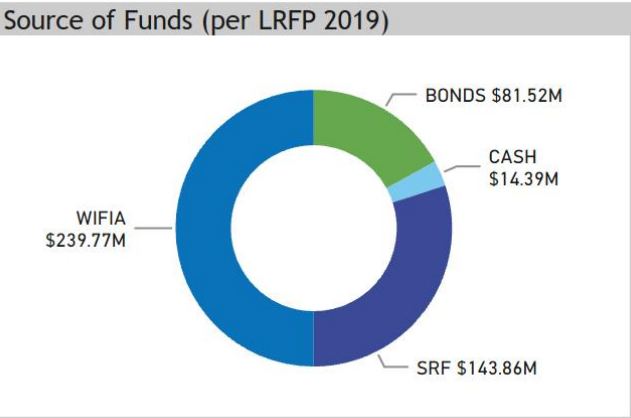
\$554.36M

Total Expenditure

\$223.27M

Remaining Budget

\$331.10M





# Front of Plant Progressive DB Project



The Front of Plant (FoP) Project consists of the design, construction, permitting, start-up, commissioning, and final acceptance for the Receiving Lift Station (RLS), Surge and Flow Splitter (SFS), Headworks Facility, Odor Control System, Influent Connector Pipe, Emergency Overflow pipe to an existing storage basin and other related process support systems. Work is being implemented under a Progressive Design-Build procurement process in stages.

Available Budget

\$161.95M

Total Expenditure

\$67.41M

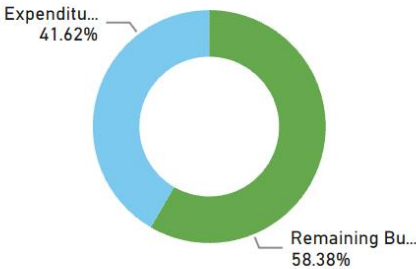
Remaining Budget

\$94.54M

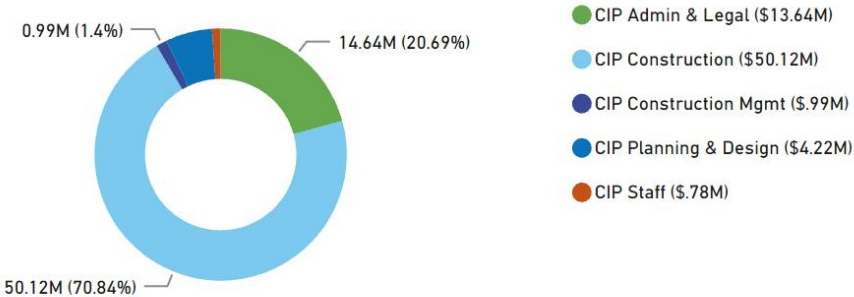
## Milestone Schedule

	Start	Finish
Influent Pipeline Completed	7/24/2020	5/19/2021
Headworks Facility Completed	12/6/2018	10/24/2021
SFS/RLS Completed	12/6/2018	8/28/2022
Start-up and Commissioning	6/11/2021	8/31/2022

## Budget vs Expenditures



## Expenditures by Object



## Construction KPIs

44.98%

% Complete

43.41%

% Expenditures

As of : 2020 - 05



## Major Accomplishments this Period

### Design

- Procurement of Trade Packages
- SPJV issued purchase orders for the RLS jib crane, RLS elevator, grit pumps and odor control system.
  - The 63-inch HDPE piping for the influent pipeline was delivered this month.
  - WIFIA and SRF requirements compliance for trade packages are in progress.

### Construction

- SPJV completed construction of all equipment pads at the Headworks Facility.
- SPJV hydrotested the headworks facility channels to ensure that the structure is watertight and performed concrete repairs in areas where small leaks appeared. This is in preparation of the protective coatings work.
- SPJV's electrical sub began the installation of the cable tray in the Storage Rooms and Electrical Room and started the layout of the equipment in the Electrical Room.
- SPJV installed the RLS shaft temporary elevator to be used during construction and received the permit of occupancy by CalOSHA.
- SPJV completed the concrete placement of two of four 25-foot lifts of the second pass walls in the RLS.
- SPJV completed backfilling the SFS to the invert of the tunnel in preparation for the TBM break-in. No work to take place in the SFS until then.

## Potential Issues

- 3 water pipeline size upgrade and additional fixtures and piping
- Air Gap Tank Project
- Intrinsically Safe Relay Panel
- Utilidor extension for piping

## 3 - Month Look Ahead

	Start	End	June	July	August
Install Grit Removal Equipment (Headcell) at Headworks Channel Area	June 11, 2020	June 24, 2020	X		
Install Protective Coatings in the Headworks Channels	July 27, 2020	August 14, 2020		X	X
Install Slide Gates and Devices at Headworks Channels	August 17, 2020	August 24, 2020			X
Installation of RLS Second Pass Walls	March 18, 2020	July 21, 2020	X	X	
Installation of RLS Stairwells	May 26, 2020	August 24, 2020	X	X	X

## Project Changes

- Change order for odor control system
- Credit for deletion of 48" bypass from 54" force main
- Credit for the deletion of the chemical storage system
- Electrical System
- New County/Local Sales Tax
- Project Management past December 2021

## Safety Spot Light

Lost Time	0
Near Misses	4
Recorded Losses	2



# Gravity Pipeline Progressive DB Project



The Gravity Pipeline (GP) Project consists of the design, construction, permitting, start-up, commissioning, and closeout of approximately 17,600 feet of wastewater gravity FRP pipe inside a concrete-segment tunnel. The work includes three shafts and will interface directly with the Front of Plant (FoP) Project at the Surge & Flow Shaft (SFS). Work is being implemented under a Progressive Design-Build procurement process.

Available Budget

\$259.23M

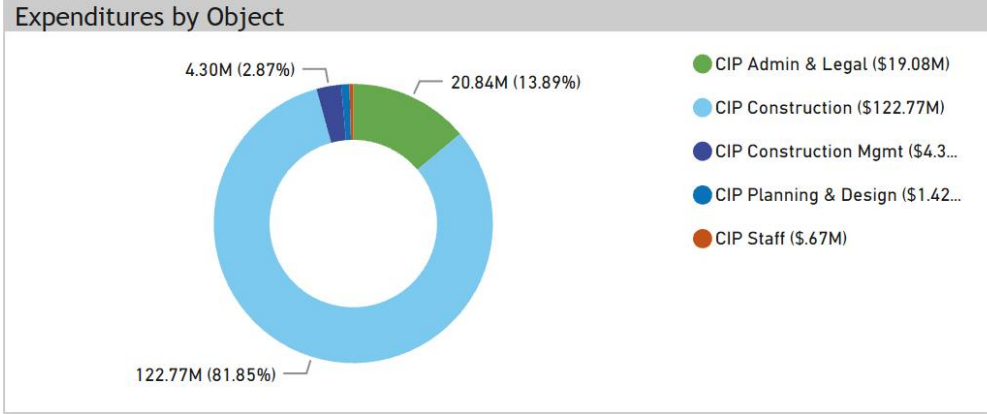
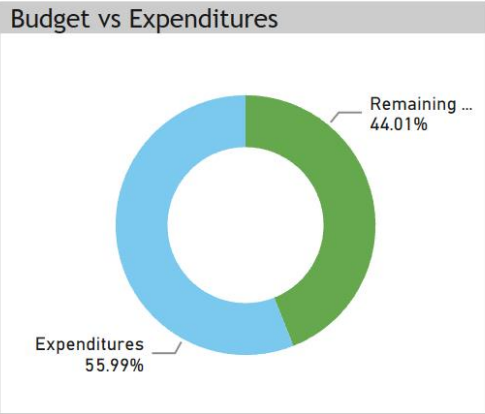
Total Expenditure

\$145.14M

Remaining Budget

\$114.09M

Milestone Schedule		
	Start	Finish
100% Design Documents		12/2/2020
San Carlos Shaft Construction	6/16/2020	10/13/2020
TBM Drive (AAS to SFS)	7/22/2020	7/7/2021
FRP Pipe Installation	6/18/2021	4/4/2022
Final Commissioning		7/1/2022



Construction KPIs

50.49%  
% Complete

45.44%  
% Expenditures





Major Accomplishments this Period	
▼	
Design	- BBJV continued development of 100% San Carlos Shaft and Adit design
Procurement of Trade Packages	- San Carlos Shaft SOE contract in progress - Outreach in conformance with SRF and WIFIA funding requirements
Construction	- BBJV completed disassembly of the TBM at Inner Bair Island - BBJV continued assembly of TBM in the AAS for the second drive to the SFS - Second shipment of FRP pipe arrived in Stockton, CA

Potential Issues
Muck Disposal Site

3 - Month Look Ahead					
	Start	End	June	July	August
100% Design Completion	August 10, 2018	December 2, 2020	X	X	X
San Carlos Shaft Construction	June 16, 2020	October 13, 2020	X	X	X
Second Shipment of FRP Pipe - Delivery/Unloading	April 15, 2020	July 1, 2020	X	X	
TBM Removal and Reassembly	April 6, 2020	July 21, 2020	X	X	

Project Changes
Bair Island Weir Optimization
New County/Local Sales Tax and US Tariffs

Safety Spot Light	
Lost Time	1
Near Misses	0
Recorded Losses	1



# Pump Stations



All SVCW pump stations require replacement or rehabilitation. Menlo Park PS will be rehabilitated. Redwood City PS will be replaced. Belmont PS will be replaced with a gravity pipeline. San Carlos PS is no longer needed due to the new gravity pipeline; flows from San Carlos and Belmont will enter into the gravity pipeline via a drop structure at the current San Carlos pump station site. Flows from the MPPS and RCPS will flow through the new 48-inch force main to a drop structure at Inner Bair Island. RCPS will be designed to pump the MPPS flows during wet weather events.

### Available Budget

\$119.68M

### Total Expenditure

\$16.24M

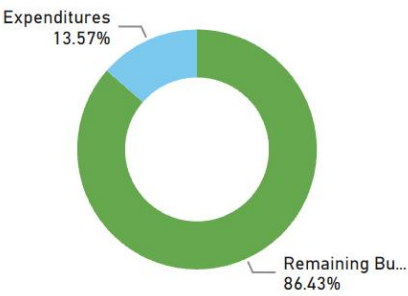
### Remaining Budget

\$103.44M

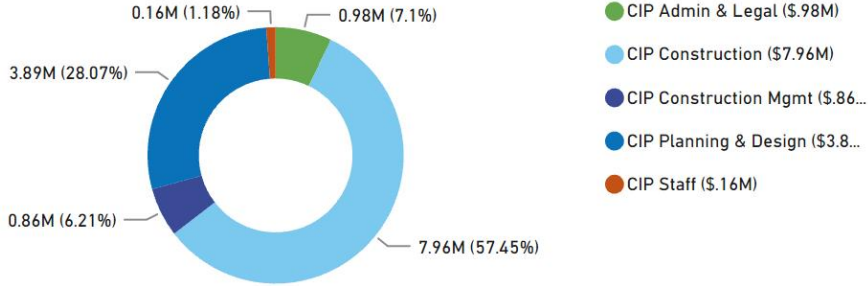
### Milestone Schedule

	Start	Finish
MPPS and BGP 60 Percent (%) Design Documents	8/19/2019	1/13/2020
RCPS 60 Percent (%) Design Documents	9/12/2019	3/25/2020
Stage 1 Services Complete - MPPS	2/28/2019	3/9/2020
Stage 1 Services Complete - BGP	2/28/2019	4/20/2020
Stage 1 Services Complete - RCPS	2/28/2019	6/15/2020

### Budget vs Expenditures



### Expenditures by Object



Stage 2 field activities for Pump Stations Improvements have not yet started.





Major Accomplishments this Period

Design	<div>- Finalized MPPS Stage 2 Cost; SVCW Commission approved MPPS Stage 2A Amendment. Began 100% design development.</div> <div>- BPS design revised based on input from CalTrans. Stage 2B Contract Amount approved by the Commission. Began 100% design development.</div> <div>- RCPS 60% drawings were revised based on input from the City of Redwood City and reviewed by SVCW. RCPS 60% estimate has been reviewed by SVCW.</div>
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Potential Issues

No issues to note for this period.
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3 - Month Look Ahead

	Start	End	June	July	August
100% Design Development	April 27, 2020	September 2, 2020	X	X	X
	May 6, 2020	August 24, 2020	X	X	X
BIM Model Development, Analysis, and Support	August 19, 2019	June 15, 2020	X		
Mobilize	June 23, 2020	July 14, 2020	X	X	
Permitting & Public Outreach Support	February 28, 2019	June 15, 2020	X		
Segment 1 Force Main Inspection	June 8, 2020	June 26, 2020	X		

Project Changes

No changes to report.
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Safety Spot Light

Near Misses	
Lost Time	0
Near Misses	0
Recorded Losses	0

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## AGENDA ITEM 7A

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**MINUTES OF SILICON VALLEY CLEAN WATER  
REGULAR MEETING – May 18, 2020**

**8:00 a.m.**

**This meeting took place remotely pursuant to  
SVCW Resolution No. 20-08 due to coronavirus pandemic**

**ITEM 1**

**CALL TO ORDER**

The meeting was called to order at 8:01 a.m.

**ITEM 2**

**ROLL CALL - Commissioners Duly Appointed by Each Agency**

Council Member Alicia Aguirre, Redwood City - Chair  
Board Member George Otte, P.E., West Bay Sanitary District – Vice Chair  
Council Member Mark Olbert, San Carlos – Secretary  
Council Member Warren Lieberman, PhD., Belmont

**Staff, Consultants and Visitors Present**

Teresa A. Herrera, SVCW Manager  
Christine Fitzgerald, SVCW Legal Counsel  
Jennifer Flick, SVCW Human Resources Director  
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager  
Monte Hamamoto, SVCW Chief Operating Officer  
Kim Hackett, SVCW Authority Engineer  
Arvind Akela, SVCW Engineering Director  
Jessica Mangual, SVCW Secretary Pro Tem  
Eric Hansen, SVCW Senior Engineer  
Sergio Ramirez, West Bay Sanitary District  
EJ Shalaby, Senior Consultant, DNS Strategic Partners  
Bill Tanner, Tanner Pacific, Inc.  
Mark Minkowski, Kennedy/Jenks  
Aren Hansen, Brown & Caldwell  
Catherine Morey, Brown & Caldwell  
Bob Donaldson, Collaborative Strategies  
Theresa Yee, City of Redwood City  
Derek Rampone, City of Redwood City  
Monica Spyke, PFM

**ITEM 3**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by those in attendance

#### **ITEM 4**

##### **PUBLIC COMMENT**

There was no Public Comment

#### **ITEM 5**

##### **SAFETY MOMENT AND REPORTS**

Instructions for enabling live captioning on the remote meeting site were provided.

Safety Moment concerned general precautions and best practices to help avoid some of the most common hazards of household cleaning products.

Questions arose regarding Item 5C, Finance Report

What are examples of Corporate Holdings? One example is Starbucks; all corporate holdings are on PFM's credit watch list to ensure our investment goals are met.

On the Operations budget variance report (actual expenditures are down compared to budgeted expenditures) is this creating risks or exposures that Commission should be aware of? Two main areas of reduced expenditures are preventive maintenance and training/travel/conference fees. Being at reduced staff, we've not been doing preventive maintenance; beginning on June 1<sup>st</sup>, maintenance staff will return at full staffing levels so that we can catch up on that. Regarding conference, travel, training – this is not expected to hurt us; as staff are working remotely, we are requiring them to do online training.

Is onsite staff being limited due to the County Order to Shelter in Place or is SVCW being good citizens? While both are impetus for limiting onsite staff, the latter is predominant. Staff is brought onsite to meet the needs of the agency during this time. To the extent staff is needed onsite, they are brought onsite. Commissioner Olbert noted that SVCW is critical infrastructure and he agrees that it is a balance between exposing staff to unnecessary risk and fulfilling SVCW's function.

For the remaining written reports contained within the agenda packets, there were no questions nor comments.

#### **ITEM 6**

##### **MATTERS OF COMMISSION MEMBER'S INTEREST**

Discussion arose regarding ongoing research for monitoring Covid-19 in sewers. SVCW has been providing samples to Stanford for the past 2+ months. Primary and final effluent samples and solids samples are collected by Stanford on a weekly basis. UC Berkeley is also a participant within the Bay Area. EBMUD is leading a large effort which involves many Bay Area treatment plants. There are not results to report out yet. Request to staff to let Commission know when results may be forthcoming.

## **ITEM 7**

### **CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 7A THROUGH 7C**

- A. APPROVAL OF MINUTES –
- i. April 20, 2020 Regular Meeting
  - ii. April 22, 2020 Special Meeting
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED APRIL 1, APRIL 3, APRIL 17, AND APRIL 24, 2020 AND NECESSARY PAYMENTS THROUGH APRIL 24, 2020
- C. CONSIDERATION OF MOTION APPROVING CDM SMITH TASK ORDER SCOPE AND BUDGET FOR OWNER'S ENGINEERING ADVISORY SERVICES FOR ORGANICS CO-DIGESTION PROJECT (CIP #9229)

#### **Proposed Action:**

Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR OWNER'S ENGINEERING ADVISORY SERVICES FOR ORGANICS CO-DIGESTION (CIP #9229) IN AN AMOUNT NOT TO EXCEED \$483,560 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CDM SMITH

**Motion/Second: Mr. Lieberman / Mr. Otte**

The Motion carried by Unanimous Roll Call Vote

## **ITEM 8A**

### **PUBLIC HEARING - CONSIDERATION OF RESOLUTION APPROVING ENERGY STORAGE AGREEMENT WITH ENEL X FOR ENERGY STORAGE PROJECT AT WWTP**

#### **Proposed Actions:**

- Open Public Hearing and Receive Testimony 8:21 a.m.
- Motion to Close Public Hearing at 8:23 a.m.

**Motion/Second: Mr. Olbert / Mr. Otte**

The Motion carried by Unanimous Roll Call Vote

Move adoption of RESOLUTION MAKING NECESSARY FINDINGS AND APPROVING ENERGY MANAGEMENT SERVICES AGREEMENT FOR ENERGY STORAGE PROJECT (CIP #9810) AND AUTHORIZING EXECUTION OF AGREEMENT – ENEL X NORTH AMERICA, INC., A DELAWARE CORPORATION

**Motion/Second: Mr. Lieberman / Mr. Olbert**

The Motion carried by Unanimous Roll Call Vote

**ITEM 8B**

CONSIDERATION OF RESOLUTION AUTHORIZING TO PROCEED WITH PLACEMENT OF OWNER CONTROLLED INSURANCE PROGRAM (OCIP) FOR SILICON VALLEY CLEAN WATER'S PROGRESSIVE DESIGN BUILD PUMP STATIONS IMPROVEMENTS PROJECT

Proposed Action:

Move approval of RESOLUTION AUTHORIZING THE SVCW MANAGER TO PROCURE INSURANCE COVERAGE FOR SILICON VALLEY CLEAN WATER'S OWNER CONTROLLED INSURANCE PROGRAM FOR PUMP STATIONS IMPROVEMENTS PROGRESSIVE DESIGN BUILD PROJECT AND AUTHORIZING MANAGER TO APPROVE CHANGES IN COVERAGES UP TO TEN PERCENT OF THE PREMIUM AMOUNT

Questions rose related to out of pocket and down-side risk of adopting the OCIP program. It was clarified that this is coverage provided by large insurance companies (Liberty, Lloyds, Ironshore, and Berkley) and that SVCW's exposure is the deductibles under each line of insurance coverage. It was further clarified that this is not a self-insurance program.

**Motion/Second: Mr. Lieberman / Mr. Otte**

The Motion carried by Unanimous Roll Call Vote

**ITEM 9**

CLOSED SESSION

Closed Session was called to order at 8:40 a.m.

**ITEM 10**

RECONVENE IN OPEN SESSION

Open Session reconvened at 8:56 a.m.

Ms. Fitzgerald reported that, as to closed session items 9A and 9B, no action was taken and direction was given to staff and Counsel.

**ITEM 11**

ADJOURN



There being no further business, the meeting adjourned at 8:57 a.m.

Minutes prepared by Teresa A. Herrera  
Reviewed by General Counsel

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Mark Olbert, Secretary

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## **AGENDA ITEM 7B**

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**SVCW WARRANT REGISTER**

SVCW Warrant Register dated April 29 – May 11, 2020, May 12-19, 2020, and May 20 – June 1, 2020 were scanned and a copy was emailed to Commissioners and Legal Counsel on June 9, 2020.

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## AGENDA ITEM 7C

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**EQUIPMENT IN USE AT WASTEWATER TREATMENT PLANT  
CONSIDERATION AND APPROVAL TO SOLE SOURCE EQUIPMENT**

**ISSUE**

Approval to Sole Source Specific Equipment in Use at SVCW Facilities

**BACKGROUND**

SVCW's purchasing guidelines are delineated by the charter of the City of Redwood City and the California Public Contracts Code (PCC). One of the statutes in the PCC (Section 3400) restricts public agencies from drafting specifications for bids 1) in a manner that limits the bidding, directly or indirectly, to any one specific concern, or 2) calling for a designated material, product, thing, or service by specific brand or trade name unless the specification is followed by the words "or equal" so bidders may furnish any equal material, product, thing, or service. However, this section is not applicable under certain circumstances, including: 1) for a field test or experiment to be made to determine the product's suitability for future use, or 2) to match other products in use on a particular public improvement either completed or in the course of completion 3) to obtain a necessary item that is only available from one source or 4) to respond to an emergency declared by a local agency or by the state.

**DISCUSSION**

Periodically staff reviews the SVCW Sole Source list for equipment that should be added or removed, or to reflect changes in equipment manufacture status. The list is typically approved for a 5-year period after which time the list is again presented to the Commission for adoption whether or not any changes are made. Staff last presented to the Commission in June 2017 equipment that has been standardized or proven to be effective for the delineated uses. The Commission approved the list of equipment allowing staff to proceed with sole source purchase when the need arises. From 2017 to now, some of the companies that provide the equipment have changed names and some items have been added to the list to match existing equipment at the treatment plant and pump stations.

Under PCC Section 3400, SVCW is allowed to use specific equipment without specifying "or equal" manufacturers and equipment (sole source). To facilitate equipment specifying and purchasing, staff is requesting that the sole source list update be approved. The updated Sole Source list is attached and new or modified items are italicized in the list. Staff recommends the Commission adopt the updated list.

**FINACIAL IMPACT**

The financial impact of this action is unknown, however the theory is that, in general, sole sourcing equipment could add cost to capital projects, since it reduces the competitive pressure on bids. However, these costs are thought to be offset by a reduction in operating and maintenance costs associated with employee training, equipment familiarity, and spare part storage.

### RECOMMENDATION

- i. Move approval TO SUSPEND COMPETITIVE BIDDING REQUIREMENTS BASED ON PUBLIC CONTRACTS CODE (PCC) SECTION 3400 WHICH AUTHORIZES SILICON VALLEY CLEAN WATER TO PURCHASE SPECIFIC EQUIPMENT WITHOUT SPECIFYING "OR EQUAL" MANUFACTURERS AND EQUIPMENT (SOLE SOURCE) (5/7<sup>ths</sup> weighted vote required)
- ii. Move adoption of RESOLUTION ALLOWING FOR THE SOLE SOURCE SPECIFICATION AND PURCHASE OF STANDARDIZED EQUIPMENT AND MATERIALS AS LISTED, TO MATCH EXISTING, PROVEN EFFECTIVE OR TESTED EFFECTIVE EQUIPMENT FOR A PERIOD OF FIVE YEARS FROM JUNE 2020 THROUGH JUNE 2025

**Sole Source Specification and Purchase of Standardized Equipment List**  
**Prepared for Approval at June 15, 2020 SVCW Commission Meeting**

The following list of equipment eligible to sole source is valid for a five-year period from June 2020 to May 2025. This list does not REQUIRE the listed equipment to be sole-sourced; it ALLOWS the equipment to be sole-sourced if deemed appropriate. Items in *italics* are new or revised as part of this update.

Equipment to Match Existing for Standardization:

<b><i>Equipment</i></b>	<b><i>Manufacturer</i></b>	<b><i>Location Used</i></b>	<b><i>Reason for Sole Source</i></b>
Electric Valve Actuator <sup>1</sup>	Rotork	Process Piping	Match Existing Equipment for Standardization and Proven Effective and Reliable
Thermal Dispersion Flow Monitoring	FCI	Biogas and Natural Gas Systems, Hot Water and Lube Oil Systems	Match Existing Equipment for Standardization and Proven Effective and Reliable
Sludge Heat Exchanger	Alpha-Laval	Sludge Heating System	Match Existing Equipment for Standardization and Proven Effective and Reliable
Pressure Switch	Ashcroft	Process Piping	Match Existing Equipment for Standardization and Proven Effective and Reliable
Power Distribution Switchgear and Panels <sup>2</sup>	Eaton (Cutler-Hammer)	Electrical Power Distribution	Match Existing Equipment for Standardization
Motor Control Centers	Eaton (Cutler-Hammer)	Existing MCC Expansion or Modifications	Match Existing Equipment for Standardization
Paints and Coatings	Sherwin-Williams	Walls, Tanks, Digester Domes, Piping	Standardize, Proven Effective and Reliable; also Tested as Effective and Recommended
Positive Displacement Pumps	Moyno	Thickeners, Digesters, Dewatering, Grease Receiving Station	Match Existing Equipment for Standardization
Centrifugal Pumps	FloServe (Worthington)	Final Effluent, DMFs, RAS, Pump Stations	Match Existing Equipment for Standardization

<b><i>Equipment</i></b>	<b><i>Manufacturer</i></b>	<b><i>Location Used</i></b>	<b><i>Reason for Sole Source</i></b>
Centrifugal Pumps	Weir	Primary Sludge	Match Existing Equipment for Standardization
Chopper Pumps	Vaughn	Various locations	Match Existing Equipment for Standardization
Gas Management	Varec	Digester Gas	Match Existing Equipment for Standardization
Grinders	Franklin Miller	Pump Stations	Field tests on various manufacturers' grinders proved this one effective and others not
Valves (pneumatic operators)	Pratt	Various and numerous locations	Match Existing Equipment for Standardization
Plug Valves	Dezurik	Various and numerous locations	Match Existing Equipment for Standardization
Sample Pumps	Grundfos	Various and numerous locations	Match Existing Equipment for Standardization
Polymer Systems	Excell	Thickening and dewatering	Match Existing Equipment for Standardization
PLC and Process Application Controllers	Allen Bradley (Rockwell Automation)	Programmable Electrical Control Equipment	Match Existing Equipment for Standardization
Operator Interface Graphic Terminals	Allen Bradley Panel View Plus (Rockwell Automation)	Various locations	Match Existing Equipment for Standardization
<i>Variable Frequency Drives (internal to MCCs)</i>	<i>Eaton</i>	<i>Adjustable Frequency Drives in Electrical Equipment</i>	<i>Match Existing Equipment for Standardization</i>
<i>Variable Frequency Drives (not internal to MCCs)</i>	<i>Allen Bradley (Rockwell Automation)</i>	<i>Adjustable Frequency Drives in Electrical Equipment</i>	<i>Match Existing Equipment for Standardization</i>
Magnetic Flow Meters	Endress+Hauser	Various and numerous locations	Match Existing Equipment for Standardization
Flow Monitoring	Flowtect (pressure switch)	Eyewash/Emergency Showers	Standardized and proven effective
Turbidity	Hach	DMF Effluent	Matching existing (15)
Total Suspended Solids	Hach	Various locations	Matching existing
Chlorine Analyzers	DULCO	Disinfection, Recycled Water, Dechlorination	Match Existing and only one found to work consistently
SIA Analyzers	ATI	Plant Effluent	Match Existing

<b><i>Equipment</i></b>	<b><i>Manufacturer</i></b>	<b><i>Location Used</i></b>	<b><i>Reason for Sole Source</i></b>
Hypochlorite, Bisulfite, and Ferric Chloride peristaltic dosing pumps	Watson Marlow	Chemical Storage Tanks	Standardized and proven effective
Portable Hydrogen Sulfide meter	Arizona Instrument	Digester Gas and various staff and instrument buildings	Match Existing Equipment (2) which have operated successfully for 18 years
Flow-through Bioassay System	Aqua Science	Final Effluent monitoring in Laboratory	Sole provider for Cal EPA Region 2 Dischargers
Steam sterilizer	Geringe	Disinfect Lab materials and media	Standardize, Proven Effective and Reliable
Switches, Routers and other Network Appliances	Cisco	Data Center	Match Existing Equipment for Standardization and Proven Effective & Reliable
Servers and Storage Devices	Dell	Data Center	Match Existing Equipment for Standardization and Proven Effective & Reliable
Uninterruptable Power Supply (UPS)	Schneider/APC	Various control and/or communication panels throughout the plant	Match Existing Equipment for Standardization and Proven Effective & Reliable
<i>Air Reactivity Monitoring</i>	<i>Purafil</i>	<i>Inside Occupied Buildings and Server Rooms</i>	<i>Match Existing Equipment for Standardization and Proven Effective &amp; Reliable</i>
<i>Automatic Samplers</i>	<i>Teledyne/ISCO</i>	<i>Pump Stations and Process Areas</i>	<i>Match Existing Equipment for Standardization and Proven Effective &amp; Reliable</i>

Equipment Selected based on Testing and Efficacy<sup>3</sup>:

<b><i>Equipment</i></b>	<b><i>Manufacturer</i></b>	<b><i>Location Used</i></b>	<b><i>Reason for Sole Source</i></b>
Ultrasonic Level Monitoring	Siemens (aka Milltronics)	Various locations	Tests on various manufacturers proved this one effective

In-Plant Flow Meters	Endress+Houser	Various locations with high solids content material	Tests on various manufacturers proved these effective
Pressure Level Transducers	Endress+Hauser	Various locations	Tests on various manufacturers proved these effective
pH Monitoring	Hach	Various locations	Tests on various manufacturers proved this one effective
In Line % Total Solids Monitoring	Valmet	High Solids Streams	Tested and recommended
Dissolved Oxygen	Hach	Aeration basins	Tested and recommended
Sludge Blanket Level <sup>3</sup>	Entech EchoSmart	Secondary Clarifiers	Tested and recommended

<sup>1</sup>Reference Memorandum from Bill Bryan, SVCW re: SVCW Electric Valve Actuator – Sole Source Manufacturer Justification, June 25, 2014.

<sup>2</sup>Reference Memorandum from Beecher Engineering Inc. re: SBSA Switchgear PDP-2 – Sole Source Manufacturer Justification, August 27, 2012.

<sup>3</sup>Reference Instrumentation Screening and Evaluation Technical Memorandum for Activated Sludge Process Automation Design (CIP 8017), December 20, 2010, by Kennedy/Jenks

### **Basis for ability to Sole Source Equipment, Material, Product, Service**

SVCW's purchasing guidelines are delineated by the charter of the City of Redwood City which, in turn, is guided by the California Public Contracts Code (PCC). One of the statutes in the PCC (Section 3400) restricts public agencies from drafting specifications for bids (1) in a manner that limits the bidding, directly or indirectly, to any one specific concern, or (2) calling for a designated material, product, thing, or service by specific brand or trade name unless the specification is followed by the words "or equal" that that bidders may furnish any equal material, product, thing, or service. However, this subdivision is not applicable under certain circumstances, including:

- (1) in order for a field test or experiment to be made to determine the product's suitability for future use
- (2) in order to match other products in use on a particular public improvement either completed or in the course of completion
- (3) in order to obtain a necessary item that is only available from one source, or
- (4) in order to respond to an emergency declared by a local agency or by the state.

## **AGENDA ITEM 7D**

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**NEW 12KV SWITCHGEAR (CIP #9807)  
FINAL PROJECT ACCEPTANCE**

**ISSUE**

Final Acceptance of New 12kV Switchgear Project (CIP #9807) and Authorization to File Notice of Completion.

**BACKGROUND**

The New 12kV Switchgear Project addresses three issues with the plant power system. 1) the Front-of-Plant project will significantly increase the Plant's overall electrical demand to serve the new Receiving Lift Station (RLS) and Headworks. These new facilities require expansion of the Plant's power distribution system. 2) the existing 12kV switchgear, which accepts power from PG&E, posed a single point of failure for utility power. 3) the existing switchgear did not allow for onsite-generated power to be "exported" to the utility's grid. Staff has submitted a "Rule 21" application to PG&E to enable onsite generation facilities (battery systems and cogeneration engines) to export to the utility's power grid.

By adding a new 12 kV power feed primary switchgear, all three issues are resolved. SVCW will be able to handle the additional power demands from the Front-of-Plant project, will have redundant power feeds (increasing the reliability of power to the plant), and will be able to export excess power back to the utility power grid.

**DISCUSSION**

The New 12kV Switchgear Project was planned to meet the needs of SVCW will into the future by providing sufficient power for the new Front of Plant facilities, by being constructed on a platform so that it is above the 100-year flood elevation, and by allowing excess generated power to be exported to the utility grid.

Design documents were prepared in late 2017/early 2018 jointly by two engineering consulting firms, Beecher Engineering and Kennedy/Jenks. Beecher Engineering is the primary electrical engineering consultant providing services to SVCW and Kennedy/Jenks provides mechanical, structural, and civil engineering services.

The project was publicly advertised on February 5, 2018 with bids due on March 1, 2018. Three proposals were received with Shea Parsons Joint Venture (SPJV) submitting the lowest responsible bid in the amount of \$7,527,000. The Commission awarded the construction contract to SPJV at the April 8, 2018 Commission meeting. Substantial completion was reached on May 15, 2020. Over the course of the project, thirty-seven contract change orders were processed for a total of \$623,653 or 8.3% of the original contract amount. One of the changes orders comprised 59% (\$369,788) of the total change order amount. This was to realign the main PG&E service feed from Radio Road to the new switchgear location to facilitate coordination with the new Influent Pipeline alignment; in so doing, the realignment avoided approximately \$2 million of Front of Plant work and a potential schedule delay due to PG&E coordination.

Work done by SPJV is high quality and excellent. The new switchgear is currently in use and performing as designed. PG&E is nearing completion of the "Rule 21" paperwork that

will allow SVCW to export power to the utility grid, estimated to be completed by late June. Once this is allowed, SVCW will be able to fully utilize its onsite generation which will, in turn, provide a higher level of reliability and lower power costs. The Substantial Completion certificate is attached.

#### FINANCES

Work under this project was funded from New 12kV Primary Switchgear project (CIP #9807), which has an allocated capital budget of \$11,338,583. As of May 1, 2020, \$10,286,000 has been expended.

<b>Cost Item</b>	<b>Cost, \$</b>	<b>Allocated Budget, \$</b>
Construction	8,150,653	
Soft Costs	2,135,347	
Design, Design Services During Construction, Construction Management, Project Management		
<b>Total</b>	<b>10,286,000</b>	<b>11,338,583</b>
<b>Remaining Budget (estimate)*</b>		<b>1,052,583</b>

\*This is an estimate due to future minor close-out costs that will be charged to the project

#### RECOMMENDATION

Move approval of MOTION TO ACCEPT NEW 12KV SWITCHGEAR PROJECT (CIP #9807) AND AUTHORIZE FILING NOTICE OF COMPLETION – JF SHEA/PARSONS JOINT VENTURE

**Silicon Valley Clean Water  
New 12kV Switchgear Project  
SUBSTANTIAL COMPLETION CERTIFICATE**

The following portions of the New 12kV Switchgear are accepted as Substantially Complete in accordance with Specification Sections 00700-8.6, 00800-1.5, and 01010-2.5 and as defined herein.

As of May 15<sup>th</sup>, 2020, these portions of the Project are accepted:

1. All work on the Project except as noted below:
  - a. All work on the attached Punch List, dated May 15<sup>th</sup>, 2020.

As of the above dates the following responsibilities are agreed to:

1. Authority:
  - a. The Authority assumes responsibility for security, maintenance (except as noted below), heat, utilities, damage to the Work (except as caused by the Contractor's actions) and insurance for the facilities.
2. Shea Parsons Joint Venture (SPJV):
  - a. The Contractor shall maintain and provide proof of insurance as required by Specification Section 00800-3.1.4 for all work required to complete the Punch List and for five years following Final Completion as required by Specification Section 00800-3.2 or as otherwise referenced in the technical specifications.
  - b. The Contractor shall be responsible for repairs or maintenance except for the switchgear equipment as noted in the terms of the warranty below, as necessary, until the Contractor has submitted, and the Authority has accepted all Record Documents and Operation & Maintenance Manuals.
  - c. The Contractor shall work in an expeditious manner to complete the remaining work and administrative requirements on the Project including the items on the Punch List, dated May 15<sup>th</sup>, 2020, within sixty (60) days from the date of this certificate.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents. The one-year (365 Calendar Days) warranty for the accepted Work shall commence per Specification Section 01740-1.0 on the date of Acceptance by Silicon Valley Clean Water except the Myers switchgear and as noted below. The warranty on the new Myers 12kV switchgear began on date of delivery, which was April 8, 2019 and lasts for an 18-month period. The 18-month warranty period from Myers ends on October 8, 2020. In addition, the warranty on all materials and equipment installed at the time of Beneficial Use, August 9, 2019, shall have the warranty commence on said date for a period of one-year (365 Calendar Days).

The undersigned hereby acknowledge agreement to the above provisions:

Contractor: J.F. Shea/Parsons Joint Venture

Construction Manager: Tanner Pacific, Inc.

By: 

Thomas Fluehr, P.E.

By: 

Andrew Matey, P.E.

Title: Project Manager

Title: Construction Manager

Date: May 28<sup>th</sup>, 2020

Date: 5/28/2020

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## **AGENDA ITEM 7E**

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**EXECUTION OF A QUITCLAIM DEED OF CERTAIN REAL PROPERTY INTERESTS  
FOR THE GRAVITY PIPELINE PROJECT**

**ISSUE**

Execution of Quitclaim deed by Silicon Valley Clean Water to the County of San Mateo of Certain Easement Rights in Real Property Located at or Near the San Carlos Airport for the Gravity Pipeline Project

**BACKGROUND**

This Commission previously approved SVCW's Regional Environmental Sewer Conveyance Upgrade (RESCU) Program and certified the Program's Final Environmental Impact Report. The Program includes conveyance system improvements to transport wastewater from member agencies' collection systems to the SVCW wastewater treatment plant. A major component of the conveyance system is the Gravity Pipeline Project (Project) to be constructed by tunneling methods from the north edge of Inner Bair Island to new Front of Plant facilities at the treatment plant. The Project involves installation of a sub-surface gravity flow wastewater pipeline by tunneling between forty and eighty feet below the existing ground surface. The majority of the Project will be beneath public rights-of-way. However, in a few locations, the alignment crosses beneath publicly-owned property not within public rights-of-way. These locations require that SVCW acquire subsurface easements from local governmental owners, including the County of San Mateo (County), for the purpose of installing, operating and maintaining an underground pipeline.

In March 2020, the Commission ratified a Memorandum of Understanding (MOU) with the County and approved the last three easements required from the County to complete Project construction. The three easements are located underneath real property owned by the County in and around the San Carlos Airport: 1) Holly Easement (north of Holly Street), 2) Taxiway Easement (parallel to the Airport but outside the airport operations areas) and 3) Bair Island Easement (end of the Gravity Pipeline on Bair Island).

**DISCUSSION**

While the easements were authorized and signed in March, one item was mistakenly left out of the packet. Pursuant to the MOU, the Bair Island Easement replaced a prior easement that had already been recorded with the County, and a quitclaim deed of the prior easement interest is needed to record the new, slightly revised, easement. The quitclaim deed is the subject of this Agenda Item.

**FINANCES**

No payments are required to be made with this quitclaim.

**RECOMMENDATION**

Move approval of RESOLUTION AUTHORIZING EXECUTION OF QUITCLAIM DEED OF INTERESTS IN CERTAIN REAL PROPERTY HEREIN DESCRIBED (APN 095-030-230)

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## **AGENDA ITEM 7F**

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**BIOSOLIDS DRYING  
PURCHASE OF CONVEYOR SYSTEM**

**ISSUE**

Approval to Purchase Conveyor System for Biosolids Drying

**BACKGROUND**

In March 2019, the Commission approved purchase of a biodryer system that had been pilot tested, full-scale tested, and proven effective at the SVCW treatment plant site. The biodryer system was developed by the firm BioForce Tech (BFT). As part of the purchase agreement, BFT was to make certain modifications to the system, including replacing the old biodryers with new biodryers. The new biodryers have been delivered and installed and BFT continues to convert electrical and controls equipment to ensure it is compatible with SVCW in-place systems. It is anticipated that the system will be started up soon and the 12-month operational period by BFT will commence.

**DISCUSSION**

In anticipation of taking future control of the system, SVCW operations and maintenance staff are having ongoing discussions with BFT about the system. SVCW staff have identified an improvement that would significantly aid in the operations. The improvement is replacement of the conveyor system that brings the dried biosolids to the associated pyrolysis unit (pyrolysis is the thermal decomposition of organic material (dried biosolids) operating at temperatures between 600 and 1600°F without the addition of air or oxygen).

Currently the facility can only convey dried biosolids to the pyrolysis unit. This poses an operational issue when the pyrolysis unit is offline for maintenance in that the entire biodrying system would also need to be taken out of service. If the conveyor system could deliver dried biosolids to the pyrolysis unit and offload into a dump truck, the biodryers can still be used even when the pyrolysis is out of service. There is monetary value to being able to send dried biosolids to either/both pyrolysis and offload because the drier the biosolids, the less expensive is disposal.

The cost of replacing the conveyors is \$133 thousand and BFT would lead the effort to replace them while also keeping the entire turnover on schedule. The previous Commission authorization included \$250 thousand for SVCW-directed activities including engineering and automation programming coordination. Staff proposes that this authorization be used to fund the new conveyor.

**FINANCES**

Previously authorized funding will be used for the work described above and no additional funding will be required.

**RECOMMENDATION**

Move approval of EXPENDITURES TO PURCHASE REPLACEMENT CONVEYOR AT A COST NOT TO EXCEED ONE HUNDRED AND THIRTY-THREE THOUSAND (\$133,000) AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS.

Report By:    T.H.   

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## AGENDA ITEM 8A

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**RESCU PROGRAM  
PUMP STATIONS IMPROVEMENTS PROJECT (CIP 9501)  
STAGE 2C DESIGN-BUILD AMENDMENT AND CONSULTANT TASK ORDER**

**ISSUE**

Approve Stage 2C Amendment to the Pump Stations Improvements Project Design-Build Agreement with Shea Parsons Joint Venture. Approve Task Order Amendment for Owner's Project Management Services for Collaborative Strategies Consulting Inc.

**BACKGROUND**

SVCW's Regional Environmental Sewer Conveyance Upgrade (RESCU) Program includes conveyance system improvements to transport wastewater from member agencies' collection systems to the SVCW wastewater treatment plant. RESCU is comprised of three projects: Pump Stations Improvements, Gravity Pipeline, and Front of Plant. The Pump Stations Improvements (PSI) Project improves the facilities that move flow from the member agency collection systems into the SVCW force main and gravity pipeline system, which will then discharge flow to the Front of Plant facilities. The PSI Project components include rehabilitating the Menlo Park Pump Station and building a new Redwood City Pump Station. Originally the project included renovating the Belmont Pump Station. However, through the Stage 1 design process the project team has confirmed that it is feasible to abandon the pump station and, instead, build a gravity sewer to connect Belmont flows to the gravity pipeline; lowering long term costs for SVCW. The San Carlos Pump Station will also be abandoned and flow from San Carlos will discharge via a drop structure into the new gravity pipeline at this pump station location. It should be noted that reducing the number of pump stations from five to two is a tremendous feat and a testament to the success of the RESCU Program's approach to project delivery.

In February 2019, the Commission approved the Shea Parsons Joint Venture (SPJV) PSI Design-Build Agreement which included provisions for Stage 1 activities. Stage 1 includes engineering design services to bring conceptual designs from the 10% level to approximately 60% design level at which point Stage 2 activities (design completion and construction) could be defined and priced. The PSI Stage 1 Design-Build Agreement budget was \$7,995,000.

The PSI Design-Build Agreement allows for release of Stage 2 activities in "packages" rather than waiting for the entire project to reach 60% design. This allows advancement of any one of the three component projects. Stage 2 component package authorizations approved to date are:

PSI Stage 2A Amendment – Menlo Park Pump Station Improvements.  
Approved in March 2020 in the amount of \$20,100,000.

PSI Stage 2B Amendment – Belmont Gravity Pipe Micro-Tunnel Project.  
Approved in April 2020 in the amount of \$28,033,000.

The total executed amount for Stages 1, 2A and 2B of the PSI project is \$56,128,000. The subject of this Commission action is approval of a Stage 2C Amendment – Redwood City Pump Station Replacement; the 2C Amendment will complete authorizations needed for the Design-Builder to complete PSI project.

Additionally, this action recommends approval of a Task Order Amendment for the Owner's Project Management Services from Collaborative Strategies Consulting Inc. The Commission authorized a task order for Owners Project Management Services for the PSI project in February 2019 in an amount of \$1,459,584. At the time of authorization, the project duration was unknown and the scope and budget provided for project management services through February 2022. The end of project activities is now established at January 2023. During the course of the Stage 1 work, a higher level of effort was expended than originally budgeted; the extra effort resulted in several million dollars in capital savings and was well worth the effort. Specifically, the extra effort enabled the Belmont Pump Station to be decommissioned and a gravity pipeline designed to convey Belmont flows. The proposed amendment will provide budget for the additional Stage 1 services and extended Stage 2 services to the established project end date.

## DISCUSSION

**Stage 2C Amendment.** The scope of work to be authorized by the Stage 2C Amendment to the PSI Design-Build Agreement is progression of design from 60% to 100% and construction of the Redwood City Pump Station (RCPS). The main components of the RCPS include:

- Installing a new pump station next to the existing pump station
- Construct a new bar screen structure at the head end of the new pump station
- Replace the existing Booster Pump Station currently located at San Carlos Pump Station site with an ability for the new Redwood City Pump Station to boost the wet weather Menlo Park Pump Station flow

Stage 1 of the contract for the RCPS portion of the project is complete and SPJV has submitted a complete and refined set of 60% drawings and specifications for the project elements described above. Extensive engineering work has been completed to address the various project challenges; the largest of which is the small footprint area available for the new facilities and the ability to keep the existing pump station operational as the new station is being built. As part of Stage 1, SPJV has prepared Basis of Design, 30%, and 60% design reports for various parts of the project.

Prior to bringing the Stage 2C Amendment recommendation to the Commission for approval, SVCW's project team completed two independent cost estimates (one by SVCW's Owners Engineering Advisor, Brown and Caldwell, and one by SVCW's Construction Quality Assurance consultant, Tanner Pacific) and both found SPJV costs to be competitive and reasonable. The entire SVCW project team also conducted rigorous design submittal reviews throughout Stage 1. SVCW has met with SPJV to negotiate final terms of the Stage 2C Amendment and the agreement will be a lump sum approach with a definitive price to complete the project.



The total authorization requested for the Stage 2C Amendment described above is \$42,718,238. This fits within the CIP budget and within expectation of the SVCW project team.

The Stage 2 schedule provides for substantial completion of the PSI project (ready for sewage) in October 2022 once the Gravity Pipe and Front of Plant Projects are completed with final PSI completion in December 2022.

**Owner's Project Management Services.** Collaborative Strategies Consulting (CSC) has provided Project Management Services to SVCW for eight years, including the emergency 48" Force Main Reliability Improvements Project and the emergency Redwood City Pump Station Force Main Project. CSC has been the Project Manager for the PSI project from the early project development phase, through the Design Build Procurement Phase and, now through the completion of Stage 1. CSC responsibilities include strategic planning, oversight of the Design-Build team, communication and coordination with SVCW engineering and O&M staff, and coordination with the other two RESCU projects. The duration of the CSC Task Order included Stage 1 activities through the early portion of Stage 2 of the project. To ensure continuity of the project management process for SVCW, the CSC task order funding is being extended to match the project end date. The term of the CSC Task Order will now extend through completion, acceptance testing, and startup of all PSI components.

The recommended CSC Task Order Amendment budget is \$735,000 which will cover CSC project management services for the entire PSI Project. The original Task Order budget was \$1.46 million; with the amendment, the entire project management not-to-exceed budget will be \$2.2 million. This represents 2.4% of the total construction cost which compares favorably with the industry standard of 5% of total construction cost for project management services.

## FINANCES

Work will be funded from the Pump Station Improvements Project (CIP #9501), which has an allocated budget in the 2020 CIP Update of \$119.7 million.

The total not-to-exceed budgets for the SPJV Stage 2C Amendment and Owner Project Management Services Task Order Amendment are:

SPJV (Stage 2C Amendment)	\$ 42,718,238
Collaborative Strategies Consulting	\$ 735,000

The following table summarizes the authorized and anticipated expenditures for the Pump Stations Improvement Project.

Design Builder Authorizations	1 - Design	\$7,995,000
	2A – Menlo Park PS	\$20,100,000
	2B – Belmont Sewer	\$28,033,000
	2C* - Redwood City PS	\$42,718,238
	<b>Total</b>	<b>\$98,846,238</b>
Consultant Authorizations	Owners Advisors	\$3,647,360
	Quality Assurance	\$6,337,860
	SCADA Integration	\$3,427,465
	Project Management*	\$2,194,584
	<b>Total</b>	<b>\$15,607,269</b>
Other Anticipated or Incurred Costs**		<b>\$1,450,000</b>
Total Anticipated Project Costs		<b>\$115,903,507</b>
Total Allocated Project Budget		<b>\$119,677,613</b>

\* Includes funds that are part of the current recommended authorization

\*\*Costs include: OCIP, financing, and RESCU Program shared facilities' costs

With the authorization of this Stage 2C Amendment and Task Order Amendment, staff anticipates that this project will be completed within budget.

### RECOMMENDATION

- i. Move adoption of RESOLUTION APPROVING STAGE 2C AMENDMENT TO THE DESIGN-BUILD AGREEMENT FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501); AUTHORIZING EXECUTION OF STAGE 2C AMENDMENT AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS AND ALLOWANCES UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID AMENDMENT – SHEA PARSONS JOINT VENTURE - \$42,718,238
- ii. Move approval of TASK ORDER AMENDMENT SCOPE AND BUDGET FOR PROJECT MANAGEMENT SERVICES FOR PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$735,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – COLLABORATIVE STRATEGIES CONSULTING

## **AGENDA ITEM 8B**

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**ESTABLISHING RATES OF PAY AND CLASSIFICATIONS FOR CONFIDENTIAL GENERAL, UNREPRESENTED GENERAL, PROFESSIONAL AND MANAGEMENT EMPLOYEES; AND APPROVING UPDATED CONSOLIDATED PAY SCHEDULE**

**ISSUE**

Consideration of Salary Adjustments for Confidential General, General Unrepresented, Professional, and Management Employees, and Approving a Consolidated Pay Schedule for All Employees to be Posted on the Authority's Website and Available Upon Request by any Outside Person or Agency

**BACKGROUND**

It is the Commission's responsibility to approve all SVCW personnel position titles, compensation, and classification via Resolution. A Memorandum of Understanding (MOU) with International Union of Operating Engineers - Local 39 (Local 39) was ratified by the Commission in October 2018. This is a five-year MOU and negotiations with Local 39 will not occur again until 2023. For unrepresented SVCW employees, the Commission approves personnel position titles, classification, and compensation via Resolution ("Resolution 77-6"). Unrepresented employee categories requiring Commission approval are Confidential General, Unrepresented General, Professional, and Management.

Confidential General Employee category includes the positions of Accountant, Accounting Technician, Administrative Assistant, Administrative Clerk, Office Assistant, Information System Analyst and Information System Technician. As these positions work with and have access to personnel, payroll and other confidential documents they are excluded from the bargaining unit. Unrepresented General Employee positions include Laboratory Assistant, Engineering Intern, and General Intern.

Professional Employees include the positions of Senior Engineer, Associate Engineer, Senior Capital Improvement Manager, Capital Improvement Program Manager, Senior Information System Analyst, Financial Analyst, and Business Analyst.

Management Employees are Supervisor, Director, and Management-level employees and include the SVCW Manager, Authority Engineer, Chief Operating Officer, Assistant Manager/Chief Financial Officer, Maintenance Director, Operations Director, Engineering Director, Laboratory/Environmental Services Director, Information Systems Director, Administrative Services Director, Human Resources Director, Health & Safety Director, Maintenance Supervisor, Operations Supervisor, Planner/Scheduler Supervisor, Environmental Services Supervisor, Laboratory Supervisor, Materials Services Supervisor, Accounting Supervisor, and Executive Assistant to the Manager.

**DISCUSSION**

Typically the Commission approves the same Cost of Living Adjustment (COLA) for all unrepresented positions based upon the MOU agreement with Local 39. The approved COLA increase for the bargaining unit is four percent (4.0%) effective July 1, 2020 through June 30, 2021. The SVCW Manager recommends a COLA increase for

unrepresented employees of four percent (4.0%) effective July 1, 2020. The budget approved by the Commission in April 2020 for fiscal year 2020-21 includes this recommended COLA increase.

The SVCW Manager is employed by the Commission under separate contract and the COLA increase she receives is described in her employment agreement. When the Commission performs its annual performance evaluation of the Manager, a corresponding salary adjustment will be discussed and authorized separately from this action.

The attached consolidated pay schedule includes previously approved pay rates for the general represented employees as well as the unrepresented employees which is the subject of this agenda item. It is a CalPERS requirement that consolidated pay schedules for the entire staff be publicly approved and adopted by the Commission.

### FINANCES

The approved SVCW FY20-21 operating budget includes the recommended COLA increase and was relayed to member agency finance staff in April 2020.

### RECOMMENDATION

Move adoptions of:

- i. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR MANAGEMENT EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING AND RESTATING CERTAIN PROVISIONS OF RESOLUTION NO. SVCW 19-24 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HERewith
- ii. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR CONFIDENTIAL GENERAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 19-25 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HERewith
- iii. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION FOR UNREPRESENTED GENERAL EMPLOYEE POSITIONS OF ENGINEERING INTERN, LABORATORY ASSISTANT AND GENERAL INTERN AND RESCINDING RESOLUTION NO. SVCW 19-26 AND ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HERewith
- iv. RESOLUTION ESTABLISHING RATES OF PAY AND RELATED COMPENSATION PROVISIONS FOR PROFESSIONAL EMPLOYEES OF

SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 19-27 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PORTIONS THEREOF IN CONFLICT HERewith

- v. RESOLUTION AMENDING SECTION 6 OF RESOLUTION NO. SVCW 77-6, THE SVCW PERSONNEL RESOLUTION, RELATING TO CLASSIFICATION OF POSITIONS AND RESCINDING PARAGRAPH 1 OF RESOLUTION NO. SVCW 19-28 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HERewith
- vi. RESOLUTION APPROVING AND ADOPTING CONSOLIDATED PAY SCHEDULE FOR ALL REPRESENTED AND UNREPRESENTED EMPLOYEES OF SILICON VALLEY CLEAN WATER FOR FISCAL YEAR 2020-2021

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# Silicon Valley Clean Water Salary Schedules for Fiscal Year 2020-2021 (Effective 7/1/2020 through 6/30/2021)

Resolution No. SVCW 20-\_\_\_ approved at the Commission Meeting of June 15, 2020

General Represented Employees  
Stationary Engineers Local 39

**Fiscal Year: 2020-21**  
Cost-of-Living Adjustment: 4.0%

Class 0 Positions	Codes	A0	B0	C0	D0	E0	F0	G0
Senior Operator	D130	\$ 8,511	\$ 8,936	\$ 9,378	\$ 9,850	\$ 10,446	\$ 10,861	\$ 11,402
Operator	D400	\$ 6,801	\$ 7,145	\$ 7,497	\$ 7,876	\$ 8,277	\$ 8,689	\$ 9,117
Senior Plant Mechanic	D200	\$ 8,201	\$ 8,614	\$ 9,042	\$ 9,489	\$ 9,970	\$ 10,467	\$ 10,992
Senior Plant Mechanic - Electrician	D250	\$ 8,766	\$ 9,207	\$ 9,664	\$ 10,146	\$ 10,660	\$ 11,190	\$ 11,751
Senior Plant Mechanic - Instrumentation Tech	D230	\$ 8,766	\$ 9,207	\$ 9,664	\$ 10,146	\$ 10,660	\$ 11,190	\$ 11,751
Senior Plant Mechanic - Control Systems Technician	D260	\$ 9,204	\$ 9,668	\$ 10,147	\$ 10,653	\$ 11,192	\$ 11,750	\$ 12,339
Plant Mechanic	D450	\$ 6,309	\$ 6,625	\$ 6,958	\$ 7,310	\$ 7,679	\$ 8,060	\$ 8,459
Plant Mechanic - Electrician	D460	\$ 6,309	\$ 6,625	\$ 6,958	\$ 7,310	\$ 7,679	\$ 8,060	\$ 8,459
Plant Mechanic - Instrumentation Tech	D440	\$ 6,309	\$ 6,625	\$ 6,958	\$ 7,310	\$ 7,679	\$ 8,060	\$ 8,459
Plant Mechanic - Control Systems Technician	D470	\$ 6,624	\$ 6,957	\$ 7,306	\$ 7,676	\$ 8,063	\$ 8,462	\$ 8,883
Planner / Scheduler Assistant	D852	\$ 6,309	\$ 6,625	\$ 6,958	\$ 7,310	\$ 7,679	\$ 8,060	\$ 8,459
Water Quality Specialist *	D360	\$ 7,933	\$ 8,418	\$ 8,941	\$ 9,483	\$ 10,064	\$ 10,684	\$ 11,217
Senior Laboratory Analyst **	D305	\$ 9,229	\$ 9,691	\$ 10,175	\$ 10,684	\$ 11,217	-	-
Laboratory Analyst II	D303	\$ 8,392	\$ 8,812	\$ 9,252	\$ 9,714	\$ 10,199	-	-
Laboratory Analyst I	D301	\$ 7,629	\$ 8,009	\$ 8,408	\$ 8,831	\$ 9,272	-	-
Senior Environmental Compliance Inspector *	D351	\$ 8,370	\$ 8,790	\$ 9,229	\$ 9,691	\$ 10,175	-	-
Environmental Compliance Inspector	D353	\$ 7,611	\$ 7,991	\$ 8,392	\$ 8,812	\$ 9,252	-	-
Pollution Prevention Specialist	D355	\$ 7,611	\$ 7,991	\$ 8,392	\$ 8,812	\$ 9,252	-	-
Procurement/Materials Specialist	D700	\$ 8,126	\$ 8,543	\$ 8,979	\$ 9,419	\$ 9,890	-	-
Utility Worker	D850	\$ 5,839	\$ 6,162	\$ 6,498	\$ 6,858	\$ 7,234	-	-

Class 1 Positions	Codes	A1	B1	C1	D1	E1	F1	G1
Senior Operator	D131	\$ 8,682	\$ 9,112	\$ 9,564	\$ 10,048	\$ 10,655	\$ 11,078	\$ 11,629
Operator	D401	\$ 6,937	\$ 7,288	\$ 7,647	\$ 8,033	\$ 8,444	\$ 8,862	\$ 9,300
Senior Plant Mechanic	D201	\$ 8,365	\$ 8,787	\$ 9,223	\$ 9,678	\$ 10,171	\$ 10,676	\$ 11,212
Senior Plant Mechanic - Electrician	D251	\$ 8,942	\$ 9,391	\$ 9,856	\$ 10,348	\$ 10,873	\$ 11,414	\$ 11,987
Senior Plant Mechanic - Instrumentation Tech	D231	\$ 8,942	\$ 9,391	\$ 9,856	\$ 10,348	\$ 10,873	\$ 11,414	\$ 11,987
Senior Plant Mechanic - Control Systems Technician	D261	\$ 9,388	\$ 9,861	\$ 10,350	\$ 10,866	\$ 11,416	\$ 11,985	\$ 12,586
Plant Mechanic	D451	\$ 6,434	\$ 6,758	\$ 7,097	\$ 7,455	\$ 7,833	\$ 8,221	\$ 8,629
Plant Mechanic - Electrician	D461	\$ 6,434	\$ 6,758	\$ 7,097	\$ 7,455	\$ 7,833	\$ 8,221	\$ 8,629
Plant Mechanic - Instrumentation Tech	D441	\$ 6,434	\$ 6,758	\$ 7,097	\$ 7,455	\$ 7,833	\$ 8,221	\$ 8,629
Plant Mechanic - Control Systems Technician	D471	\$ 6,757	\$ 7,096	\$ 7,452	\$ 7,828	\$ 8,224	\$ 8,633	\$ 9,060
Planner / Scheduler Assistant	D853	\$ 6,434	\$ 6,758	\$ 7,097	\$ 7,455	\$ 7,833	\$ 8,221	\$ 8,629
Water Quality Specialist *	D361	\$ 8,091	\$ 8,586	\$ 9,121	\$ 9,673	\$ 10,267	\$ 10,897	\$ 11,441
Senior Laboratory Analyst **	D306	\$ 9,414	\$ 9,885	\$ 10,378	\$ 10,897	\$ 11,441	-	-
Laboratory Analyst II	D304	\$ 8,559	\$ 8,987	\$ 9,436	\$ 9,907	\$ 10,403	-	-
Laboratory Analyst I	D302	\$ 7,781	\$ 8,170	\$ 8,577	\$ 9,008	\$ 9,458	-	-
Senior Environmental Compliance Inspector *	D352	\$ 8,537	\$ 8,967	\$ 9,414	\$ 9,885	\$ 10,378	-	-
Environmental Compliance Inspector	D354	\$ 7,764	\$ 8,150	\$ 8,559	\$ 8,987	\$ 9,436	-	-
Pollution Prevention Specialist	D356	\$ 7,764	\$ 8,150	\$ 8,559	\$ 8,987	\$ 9,436	-	-
Procurement/Materials Specialist	D701	\$ 8,289	\$ 8,713	\$ 9,159	\$ 9,608	\$ 10,088	-	-
Utility Worker	D851	\$ 5,956	\$ 6,285	\$ 6,629	\$ 6,995	\$ 7,380	-	-

**Class 0** - Employees not eligible for certification pay.

**Class 1** - Employees achieving professional certification higher than specified for current classification qualify for certification pay per CLASS 1 salary schedule.

\* Salary step "G" available only to Water Quality Specialists in Environmental Compliance Division as of 7/1/2013. Promotions to Snr Environmental Compliance Inspector limited to only one person in the position at any given time. The Water Quality Specialist classification not available to new hires after June 30, 2013.

\*\* There shall be only one person in the position of Senior Laboratory Analyst at any given time.

<b>General Non-Represented Employees (hourly)</b>	<b>Codes</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Lab Assistant	D550	\$ 21.76	\$ 22.84	\$ 23.98	\$ 25.19	\$ 26.45
Engineering Intern	E505	\$ 21.76	\$ 22.84	\$ 23.98	\$ 25.19	\$ 26.45
General Intern	E508	\$ 21.76	\$ 22.84	\$ 23.98	\$ 25.19	\$ 26.45

<b>Confidential General Employees (monthly)</b>	<b>Codes</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
Accountant	E250	\$ 8,448	\$ 8,870	\$ 9,314	\$ 9,779	\$ 10,269	\$ 10,782	\$ 11,320
Accounting Technician	E200	\$ 6,246	\$ 6,557	\$ 6,887	\$ 7,231	\$ 7,594	\$ 7,971	\$ 8,370
Administrative Assistant	E100	\$ 7,500	\$ 7,877	\$ 8,272	\$ 8,685	\$ 9,117	\$ 9,574	\$ 10,051
Administrative Clerk	E175	\$ 5,251	\$ 5,514	\$ 5,792	\$ 6,080	\$ 6,384		
Office Assistant	E150	\$ 4,482	\$ 4,705	\$ 4,940	\$ 5,190	\$ 5,448		
Information System Analyst	E510	\$ 10,151	\$ 10,660	\$ 11,192	\$ 11,751	\$ 12,340		
Information System Technician	E520	\$ 7,180	\$ 7,547	\$ 7,935	\$ 8,345	\$ 8,773		

<b>Professional Employees (monthly)</b>	<b>Codes</b>	<b>Minimum</b>	<b>Maximum</b>
Senior Engineer	E500	\$ 14,962	\$ 18,186
Associate Engineer	E503	\$ 10,724	\$ 13,035
Senior Capital Improvement Manager	C902	\$ 14,962	\$ 18,186
Capital Improvement Program Manager (Vacant) ***	C903	\$ 11,969	\$ 14,550
Senior Information System Analyst	E530	\$ 11,279	\$ 13,710
Financial Analyst	E300	\$ 10,559	\$ 14,151
Business Analyst	E325	\$ 10,559	\$ 14,151

\*\*\* This position applies to new hires on or after 1/1/2018.

<b>Management Employees (monthly)</b>	<b>Codes</b>	<b>Minimum</b>	<b>Maximum</b>
Manager	C100	\$	\$
Authority Engineer	C110	\$ 20,379	\$ 24,769
Chief Operating Officer	C120	\$ 21,661	\$ 26,329
Assistant Manager / Chief Financial Officer	C205	\$ 21,092	\$ 25,636
Maintenance Director	C261	\$ 16,629	\$ 20,212
Operations Director	C271	\$ 16,629	\$ 20,212
Engineering Director	C181	\$ 16,629	\$ 20,212
Laboratory/Environmental Services Director	C490	\$ 16,629	\$ 20,212
Laboratory Director	C500	\$ 15,527	\$ 18,873
Environmental Services Director	C411	\$ 15,527	\$ 18,873
Information Systems Director	C511	\$ 15,527	\$ 18,873
Administrative Services Director	C201	\$ 14,355	\$ 17,546
Human Resources Director	C208	\$ 14,355	\$ 17,546
Health and Safety Director	C191	\$ 14,355	\$ 17,546
Maintenance Supervisor	C300	\$ 12,573	\$ 15,282
Operations Supervisor	C400	\$ 12,573	\$ 15,282
Planner / Scheduler Supervisor	C401	\$ 12,573	\$ 15,282
Materials Services Supervisor	C210	\$ 12,573	\$ 15,282
Accounting Supervisor	C405	\$ 12,573	\$ 15,282
Laboratory Supervisor	C512	\$ 12,573	\$ 15,282
Environmental Services Supervisor	C420	\$ 12,573	\$ 15,282
Capital Improvement Program Manager (Current)	C901	\$ 11,969	\$ 14,550
Executive Assistant to the Manager	C215	\$ 8,249	\$ 11,054

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Alicia Aguirre  
CHAIR, Silicon Valley Clean Water Commission

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Mark Olbert  
SECRETARY, Silicon Valley Clean Water Commission