

**MINUTES OF SILICON VALLEY CLEAN WATER
SPECIAL MEETING – February 25, 2019
8:00 a.m.**

ITEM 1

CALL TO ORDER

The meeting was called to order at 8:02 a.m.

ITEM 2

ROLL CALL - Commissioners Duly Appointed by Each Agency

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

Staff, Consultants and Visitors Present

Teresa A. Herrera, SVCW Manager
Christine C. Fitzgerald, SVCW Legal Counsel
Jennifer Flick, Human Resources Manager
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager
Kim Hackett, SVCW Authority Engineer
Monte Hamamoto, SVCW Chief Operating Officer
Arvind Akela, SVCW Engineering Director
Kara Tremblay, SVCW Engineering
Jessica Mangual, SVCW Secretary Pro Tem
EJ Shalaby, Senior Consultant, DNS Strategic Partners
Derek Rampone, City of Redwood City
Steven Machida, City of San Carlos
Bill Tanner, Tanner Pacific, Inc.
Mark Minkowski, Kennedy/Jenks
Charlie Joyce, Brown & Caldwell
Aren Hansen, Brown & Caldwell
Robert Donaldson, Collaborative Strategies
David Ferris, Cascade Integration and Development
Nate Olson, Cascade Integration and Development
Bruce Burnworth, MPF Consulting
Roanne Ross, West Yost

ITEM 3

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those in attendance.

ITEM 4
PUBLIC COMMENT

There were no public comments.

ITEM 5
SAFETY MOMENT AND REPORTS

February is Heart Healthy Month and the safety moment noted steps that can be taken to improve one's heart health.

The Manager's Report consisted of a written agenda item noting upcoming action items; no discussion is to take place as it is for information only. Two articles had been placed at the Commissioners seats which reflected favorable publicity for SVCW projects. Status of WIFIA funding is positive; EPA will increase the amount of the loan and each member agency is on track for April approvals.

ITEM 6A

MATTERS OF COMMISSION MEMBER'S INTEREST

No discussion.

ITEM 7
CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 7A THROUGH 7D

Motion/Second: Mr. Olbert / Ms. Aguirre

The Motion carried by Unanimous Roll Call Vote

ITEM 8A
CONSIDERATION OF MOTION APPROVING NOMINATION AND ELECTION OF A COMMISSION VICE CHAIRMAN

Proposed Action:
Move approval of MOTION TO NOMINATE AND ELECT A VICE CHAIRMAN OF THE COMMISSION OF SILICON VALLEY CLEAN WATER

Commissioner Otte nominated Commissioner Aguirre to the position of Vice Chairman.

The Motion carried by Unanimous Roll Call Vote

ITEM 8B

CONSIDERATION OF MOTION APPROVING CONTRACT CHANGE ORDER TO NEW 12KV SWITCHGEAR PROJECT

Proposed Action:

Move approval of MOTION APPROVING CONTRACT CHANGE ORDER FOR NEW 12KV SWITCHGEAR PROJECT (CIP #9807) IN THE AMOUNT OF \$452,504 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – JF SHEA/PARSON JOINT VENTURE

Motion/Second: Mr. Otte / Ms. Aguirre

The Motion carried by Unanimous Roll Call Vote

ITEM 8C

CONSIDERATION OF RESOLUTION AND MOTIONS APPROVING DESIGN-BUILD AGREEMENTS FOR STAGE 1 OF THE PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501)

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING DESIGN BUILD AGREEMENT FOR PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501); AUTHORIZING EXECUTION OF AGREEMENT AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID PROJECT – SHEA/PARSONS JOINT VENTURE - \$7,995,000
- ii. Move approval of TASK ORDER SCOPE AND BUDGET FOR OWNER'S ADVISOR SERVICES FOR THE PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$1,100,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL
- iii. Move approval of TASK ORDER SCOPE AND BUDGET FOR OWNER'S ADVISOR SERVICES FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$247,360 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – FREYER AND LAURETA
- iv. Move approval of TASK ORDER SCOPE AND BUDGET FOR AUTOMATION DESIGN SERVICES FOR PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$147,465 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CASCADE INTEGRATION AND DESIGN

- v. Move approval of TASK ORDER SCOPE AND BUDGET FOR CONSTRUCTION QUALITY ASSURANCE SERVICES FOR THE PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$789,360 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AS AS-NEEDED BASIS – TANNER PACIFIC, INC.
- vi. Move approval of TASK ORDER SCOPE AND BUDGET FOR PROJECT MANAGEMENT ASSISTANCE FOR PUMP STATIONS IMPROVEMENT PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$1,459,584 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – COLLABORATIVE STRATEGIES CONSULTING, INC.
- vii. Move approval of TASK ORDER SCOPE AND BUDGET FOR PROGRAM MANAGEMENT ASSISTANCE FOR THE RESCU PROGRAM (CIP #9500) IN AN AMOUNT NOT TO EXCEED \$593,600 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – WEST YOST ASSOCIATES

Motion/Second: Ms. Aguirre / Mr. Olbert

The Motion carried by Unanimous Roll Call Vote

ITEM 9
CLOSED SESSION

Closed Session was called to order at 8:35 a.m.

ITEM 10
RECONVENE FROM CLOSED SESSION

Open Session reconvened at 9:16 a.m.

As to Agenda Item 9A no reportable action was taken and direction was given to staff and counsel.

As to Agenda Item 9B no reportable action was taken.

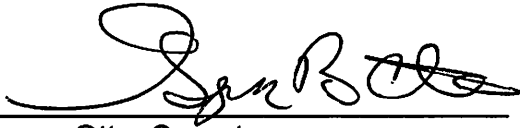
As to Agenda Item 9C the Commission unanimously approved an agreement to transfer an easement from the City of San Carlos to SVCW for the Gravity Pipeline Project.

As to Agenda Items 9D and 9E no reportable action was taken.

ITEM 11
ADJOURN

There being no further business, the meeting adjourned at 9:17a.m.

Minutes prepared by Teresa A. Herrera

A handwritten signature in black ink, appearing to read "George Otte", written over a horizontal line.

George Otte, Secretary