

**COMMISSION OF SILICON VALLEY CLEAN WATER  
JOINT POWERS AUTHORITY  
REGULAR MEETING – Monday, October 21, 2019  
8:00 a.m.**

Pelican Conference Room  
Silicon Valley Clean Water  
1400 Radio Road, 2<sup>nd</sup> Floor  
Redwood City, California

**COMMISSIONERS**

COUNCIL MEMBER ALICIA AGUIRRE, REDWOOD CITY – CHAIR

BOARD MEMBER GEORGE OTTE, P.E., WEST BAY SANITARY DISTRICT – VICE CHAIR

MAYOR MARK OLBERT, SAN CARLOS – SECRETARY

COUNCIL MEMBER WARREN LIEBERMAN, PhD., BELMONT – MEMBER

**MANAGER:** TERESA A. HERRERA

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

**CONTROLLER:** KIMBRA MCCARTHY

**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, please 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.

5. SAFETY MOMENT and REPORTS

- A. Safety Moment
- B. Manager's Report (verbal)
- C. Financial Reports
  - 1. Investment Report
- D. Engineering Projects Status Update
- E. Commission Requested Staff-Level Action Items
- F. RESCU Program Design-Build Project Status Update

6. MATTERS OF COMMISSION MEMBER'S INTEREST

7. CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR

8. BUSINESS ITEMS

- A. CONSIDERATION OF MOTIONS APPROVING TASK ORDER SCOPES AND BUDGETS TO BEECHER ENGINEERING AND BROWN AND CALDWELL ENGINEERING DESIGN SERVICES FOR THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807)

Proposed Actions:

- i. Move approval of TASK ORDER SCOPE WORK AND BUDGET FOR ELECTRICAL ENGINEERING DESIGN SERVICES RELATED TO THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807) IN THE AMOUNT NOT TO EXCEED \$149,040 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BEECHER ENGINEERING
  - ii. Move approval of TASK ORDER SCOPE WORK AND BUDGET FOR STRUCTURAL AND CIVIL ENGINEERING DESIGN SERVICES RELATED TO THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807) IN THE AMOUNT NOT TO EXCEED \$121,579 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL
- B. DISCUSS VIDEO RECORDING OF SVCW COMMISSION MEETINGS

Proposed Action:

NO ACTION IS REQUIRED. COMMISSION TO PROVIDE DIRECTION TO STAFF AS NEEDED.

9. CLOSED SESSION
  - A. Conference with Legal Counsel – Existing Litigation (Gov’t. Code §54956.9(d)(1))  
Re: *Daniel Child v. Silicon Valley Clean Water* (Santa Clara County SC No. 19CV355718)
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 roll call 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 – September 16, 2019

- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED AUGUST 26, 2019, AUGUST 30, 2019, SEPTEMBER 6, 2019, AND SEPTEMBER 20, 2019 AND NECESSARY PAYMENTS THROUGH SEPTEMBER 20, 2019

- C. CONSIDERATION OF RESOLUTION AMENDING MASTER SERVICES AGREEMENT FOR RGM AND ASSOCIATES

Proposed Action:

Move adoption of RESOLUTION CONSENTING TO ASSIGNMENT OF MASTER SERVICES AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES – RGM KRAMER INC.

- D. CONSIDERATION OF RESOLUTION APPROVING AGREEMENT FOR GRANT FUNDING THROUGH THE STATE WATER RESOURCES CONTROL BOARD

Proposed Action:

Move adoption of RESOLUTION AUTHORIZING MANAGER TO NEGOTIATE AND EXECUTE AGREEMENTS WITH THE STATE WATER RESOURCES CONTROL BOARD, STANFORD UNIVERSITY, AND RELATED CONTRIBUTORS FOR CONSTRUCTION OF SKID SCALE NUTRIENT REMOVAL AND WATER REUSE TECHNOLOGY IN A PILOT PLANT

- E. CONSIDERATION OF MOTION APPROVING TASK ORDER SCOPE AND BUDGET FOR KENNEDY/JENKS ENGINEERING DESIGN SERVICES FOR THE PRIMARY EFFLUENT CHANNEL PROTECTIVE COATING, HATCH, AND LAUNDER REPLACEMENT PROJECT (CIP #9014)

Proposed Action:

Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR DESIGN SERVICES RELATED TO THE PRIMARY EFFLUENT CHANNEL PROTECTIVE COATING, HATCH, AND LAUNDER REPLACEMENT PROJECT (CIP# 9014) IN THE AMOUNT NOT TO EXCEED \$238,790 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY JENKS CONSULTANTS

- F. CONSIDERATION OF RESOLUTION APPROVING CONTRACT CHANGE ORDERS TO TWO RESCU PROJECTS: GRAVITY PIPELINE AND FRONT OF PLANT

Proposed Action:

Move adoption of RESOLUTION AUTHORIZING THE SILICON VALLEY CLEAN WATER MANAGER TO APPROVE CONTRACT CHANGE ORDERS FOR THE GRAVITY PIPELINE PROJECT AND FRONT OF PLANT PROJECT IN AN AMOUNT NOT TO EXCEED \$900,000 SUBJECT TO CONFIRMATION OF ACTUAL COSTS UPON PROJECTS' COMPLETIONS

G. CONSIDERATION OF MOTION APPROVING TASK ORDER SCOPE AND BUDGET FOR KENNEDY/JENKS ENGINEERING SERVICES FOR THE REDWOOD CITY 1548 MAPLE STREET DEVELOPMENT PROJECT

Proposed Action:

Move approval of TASK ORDER SCOPE AND BUDGET FOR ENGINEERING SERVICES DURING THE 1548 MAPLE STREET DEVELOPMENT IN THE AMOUNT NOT TO EXCEED \$99,188 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY/JENKS CONSULTANTS

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## AGENDA ITEM 5A

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## **SAFETY MOMENT**

### **Tips for Fall Home Maintenance**

From cluttered gutters to fire hazards, protect your home this fall by making sure it's ready to combat the changing weather and potential dangers.

#### **Check All Safety Devices**

To ensure safety inside your home, take a moment and check all your safety devices, making sure the batteries are charged and that they work properly. For example, test all your smoke and carbon monoxide alarms inside your home. In addition, make sure to replace used and expired fire extinguishers.

#### **Give the Heater Some Space**

Make sure you read the instructions to see if your space heater requires venting, and if it does, make sure it's vented to the outdoors. A good rule of thumb is to keep your space heater away from clothing, bedding, drapery and furniture. Remember to shut them off if you leave the house and don't leave them unattended if you have children or pets. More importantly, don't use your space heater as a dryer for hats, gloves and other articles of clothing, as these items or the heater can catch fire.

#### **De-clutter the Gutters**

Clean your gutters by removing all debris and leaves. Before burning leaves, check your city's regulations, as it may be illegal where you live. If you burn them, do so away from the house and use proper containers.

#### **Trim the Trees**

As plants begin to die in the cold weather, make sure you call a landscaping service to remove any dead branches or decaying limbs on the trees of your property. When weighed down by ice and snow, or blowing in the wind, they can become hazardous and fall on your house or vehicle.

#### **Fire Safety**

Before you relight your fireplace, check your chimney to confirm it's free of debris and has proper ventilation. Make sure the bricks, mortar and liner are in good condition. Ensure you have a spark arrestor on the chimney outlet and, for inside safety, use a fireplace screen to keep the sparks from flying all over the place.

#### **Fire Up the Furnace**

Turn your heater on before the temperatures really plummet so you can ensure it works. Contact a technician to inspect that it's operating properly if you suspect it needs servicing. Keep all flammable materials away from your furnace. This includes clothing, paint products, toxic materials, cardboard and more.

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## AGENDA ITEM 5B

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Recurring and Upcoming Commission Actions  
Updated for October 2019 Meeting

January	February	March	April
<ul style="list-style-type: none"> <li>Long Range Financial Plan</li> <li>Review &amp; Update Debt Policy</li> </ul>		Budget Workshop	Budget Adoption
May	June	July	August
<ul style="list-style-type: none"> <li>Approve WIFIA Loan and Note Agreements</li> <li>Initiate Manager Performance Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Update Investment Policy</li> <li>Approve Resolution 77-6 "Personnel Resolution"</li> <li>Perform Manager Evaluation</li> <li>Approve WIFIA Agreement Amendment</li> </ul>	Commission Chair, Vice Chair, and Secretary Appointment	Conflict of Interest Update (Biennial; even-numbered years)
September	October	November	December
Review Reserve Funds Policy		<ul style="list-style-type: none"> <li>Approve Reserve Funds Policy Changes, if any</li> <li>Local Limits Public Hearing and Adoption (may push to Dec)</li> </ul>	<ul style="list-style-type: none"> <li>Commission Meeting schedule for following year</li> <li>Audited Financial Statements</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  
September 30, 2019

Operating and Reserve Accounts	Market Value	Percent of Total Holdings	Yield
Operating Reserve* - Securities	\$ 3,598,790	1.4%	1.81%
Operating Reserve - Money Market Fund Balance	46,422	0.0%	1.98%
CIP Reserve* - Securities	18,972,945	7.2%	2.00%
CIP Reserve - Money Market Fund Balance	110,212	0.0%	1.98%
Stage 2 Capacity Reserve* - Securities	12,092,733	4.6%	2.03%
Stage 2 Capacity Reserve - Money Market Fund Balance	870,059	0.3%	1.98%
<b>Total Market Value: Operating and Reserve Accounts</b>	<b>\$ 35,691,161</b>	<b>13.6%</b>	<b>1.99%</b>
<b>Total Accrued Interest: Operating and Reserve Accounts</b>	<b>173,867</b>		
<b>GRAND TOTAL, OPERATING AND RESERVE ACCOUNTS</b>	<b>\$ 35,865,028</b>		
<b><u>Bond Proceeds Accounts</u></b>			
Zions Bank (Trustee)			
2018 Project Fund Account - CAMP	24,796,641	9.5%	2.22%
2018 Revenue Account - Cash	4,037	0.0%	1.67%
2018 Acquisition Account - Euro for TBM Purchase	1,596,824	0.6%	-
2019A Project Fund Account* - Securities	137,103,154	52.3%	1.75%
2019A Project Fund Account - Money Market Fund	17,835,659	6.8%	1.75%
2019A Cap-I Account* - Securities	27,291,319	10.4%	1.62%
2019A Cap-I Account - Money Market Fund	258,062	0.1%	1.75%
Bank of New York (Trustee)			
2009 Reserve Account - Securities	44	0.0%	1.85%
2009 Revenue FD Account - Money Market Fund 1	11	0.0%	1.84%
2014 Revenue Account - Money Market Fund 1	11	0.0%	2.17%
2014 Revenue Account - Money Market Fund 2	414	0.0%	2.16%
2014 Revenue Account - Cash	13	0.0%	2.19%
2014 Interest Account - Money Market Fund	7	0.0%	2.09%
2014 COI Account - Cash	2	0.0%	-
2015 Project Account - Cash	2	0.0%	-
2015 Revenue Account - Money Market Fund	163	0.0%	2.10%
2015 Revenue Account - Cash	8	0.0%	-
<b>Total Market Value: Bond Proceeds Accounts</b>	<b>\$ 208,886,373</b>	<b>79.6%</b>	<b>1.78%</b>
<b>Total Accrued Interest: Bond Proceeds Accounts</b>	<b>\$ 556,724</b>		
<b>Uninvested Operating Cash (including outstanding checks)</b>	<b>906,800</b>	<b>0.3%</b>	<b>-</b>
<b>LAIF Balance</b>	<b>16,844,818</b>	<b>6.4%</b>	<b>2.28%</b>
<b>Total Cash &amp; Investments</b>	<b>\$ 263,059,743</b>	<b>100.0%</b>	<b>1.83%</b>

Matt Anderson, CPA

Chief Financial Officer / Assistant General Manager

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

**Silicon Valley Clean Water Authority**  
**Cash & Investments Summary Report**  
**September 30, 2019**

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 money market funds are the 30-day SEC yields as of the end month as sourced from Bloomberg and/or the respective fund providers' websites.
9. The yield shown for CAMP is the monthly distribution yield.

**Silicon Valley Clean Water**  
**Operating and Reserve Funds - Sector Allocation & Compliance**

Security Type	Operating Reserve	CIP Reserve	Capacity Reserve	Total Market Value as of 9/30/19	% of Total Portfolio	% Allowed by Policy	In Compliance	% Change vs. Prior Month
U.S. Treasury	1,518,736	5,382,821	3,618,899	10,520,457	29%	100%	✓	+10%
Federal Agency/GSE	1,661,487	9,391,795	5,860,660	16,913,943	47%	100%	✓	-6%
Federal Agency CMO	37,821	468,924	222,035	728,779	2%	100%	✓	+2%
Federal Agency MBS	6,653	-	11,625	18,278	<1%	100%	✓	0%
Municipal	-	199,590	99,590	299,180	1%	100%	✓	-1%
Corporate Notes	374,094	3,529,815	2,279,923	6,183,831	17%	30%	✓	+13%
<b>Securities Sub-Total</b>	<b>\$ 1,598,790</b>	<b>\$ 18,972,945</b>	<b>\$ 12,092,733</b>	<b>\$ 34,664,468</b>	<b>97%</b>		✓	
Accrued Interest	17,041	99,964	56,862	173,867				
<b>Securities Total</b>	<b>\$ 3,615,830</b>	<b>\$ 19,072,910</b>	<b>\$ 12,149,595</b>	<b>\$ 34,838,335</b>			✓	
Money Market Fund	46,422	110,212	870,059	1,026,693	3%	20%		-17%
<b>Total Investments</b>	<b>\$ 3,662,252</b>	<b>\$ 19,183,122</b>	<b>\$ 13,019,654</b>	<b>\$ 35,865,028</b>	<b>100%</b>			

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## AGENDA ITEM 5D

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**ENGINEERING REPORT: SEPTEMBER 2019  
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 is tracking potential changes to the work to assure that they are completed within budget.

As reported at the May 2019 Commission meeting, the Bay Area Air Quality Management District's permit requirements required a change in odor control technology that will result in higher project costs. The impact of this change is still being determined and staff will recommend a Contract Change Order in the coming months to address this change.

It has also come to SVCW's attention that San Mateo County increased sales tax on all purchases within the County, effective July 1, 2019. Staff will bring an item to the October Commission meeting recommending a change order to both the Gravity Pipeline and the Front of Plant projects.

Additionally, the Gravity Pipeline Project has experienced increased costs due to tariffs that have been announced or increased since the construction amendment was executed. An amendment will be forthcoming to account for those costs.

Planned Commission Actions: Approve Contract Change Orders for San Mateo County Sales Tax Increase – October 2019

Approve Contract Change Order for New Tariffs – November 2019

Approve Contract Change Order to FoP for Odor Control System – November 2019

**SAF-MBR Pilot (9236):** Build a pilot facility to perform grant-funded demonstrations of energy efficient secondary and tertiary treatment processes.

In 2017, SVCW was awarded a \$2,000,000 grant to create, with Stanford University, a demonstration project for the SAF-MBR (Stage Anaerobic Fluidized-bed Membrane Bio-Reactor) technology. Building upon the work done towards that effort, SVCW has applied for additional grants from the State Water Resources Control Board (SWRCB) and United States Bureau of Reclamation to expand the program to provide

information on recycled water and nutrient removal applications. SVCW was awarded a \$350,000 grant from SWRCB through the Proposition 1 Pilot Project Grant.

Planned Commission Actions: Authorize Manager to Enter into Agreement with SWRCB – October 2019

**Electrical Panel Replacement and Generator Modifications (9033):** Modify the plant standby generator system to improve reliability and capacity. Remove and replace aging electrical infrastructure.

Standby Generators 4 and 5 will be connected to the new 12kV switchgear under this project, allowing these generators to power all of the plant loads, including the Front of Plant facilities. Implementing this project eliminates need to provide additional standby generators to the Front of Plant facilities, thus saving significant amount of capital dollars. Replacement of an aging Motor Control Center and other panels which are past their useful lives will be included in the scope of this project.

Planned Commission Actions: Approve Design Task Orders – October 2019

**Primary Effluent Channel Coating (9014):** Recoat the Primary Effluent Channel and replace hatches and launders.

The primary effluent channel is exposed to levels of hydrogen sulfide that cause corrosion to concrete and steel. It was last coated in 2009, and the coating needs replacing. Additionally, aluminum hatches above the tank and effluent launders that convey primary effluent to the next process are in need of replacement. This project will repair concrete and replace the coatings in the Primary Effluent Channel and will also replace corroded metal appurtenances associated with the channel. Kenned/Jenks has prepared a scope and budget to perform the design work.

Planned Commission Actions: Approve Design Task Orders – October 2019

**Capital Improvement Program Update:** Annual Update to the CIP

The CIP is a living document and is updated approximately every year. The last update was adopted by the Commission in November 2018. An update to the CIP is being prepared and will be presented to the Commission in conjunction with the annual Long-Range Financial Plan which is presented to the Commission and available for member agencies uses in January of each year.

Planned Commission Actions: Adopt 2020 CIP Update – January 2020

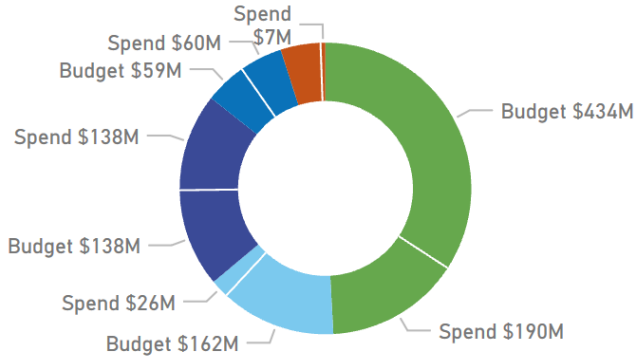


# CIP Spend Analysis

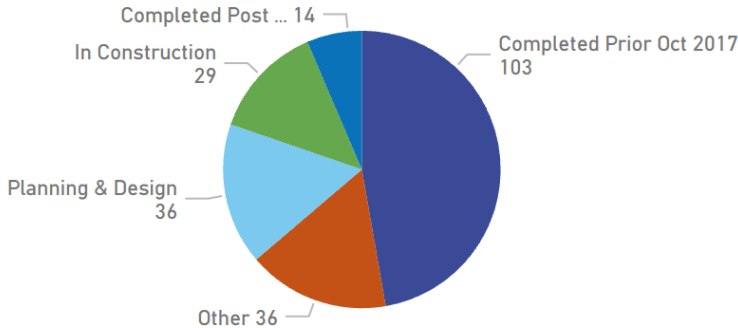
Project Phase	Project Count	2018 CIP Budget	Actual Spend	Remaining	% Unspent
Completed Prior Oct 2017	103	\$138,103,158	\$137,687,171	\$415,987	0.30%
Completed Post Oct 2017	14	\$58,806,039	\$60,278,274	\$-1,472,235	-2.50%
In Construction	29	\$434,311,619	\$189,898,861	\$244,412,758	56.28%
Planning & Design	36	\$161,982,232	\$25,983,528	\$135,998,704	83.96%
Other	36	\$56,363,374	\$6,906,305	\$49,457,069	87.75%
Total	218	\$849,566,422	\$420,754,139	\$428,812,282	50.47%



Budget and Spend by Project Phase



ProjectCount by Project Phase



Actual Spend by Project Phase



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**

**OCTOBER 21, 2019  
AGENDA ITEM 5E**

Updated: 10/01/2019

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
9/16/2019	1	Research viability of videoing meetings	10/21/2019		✓			
	2	Attorney to review necessity for roll call vote on agenda items	10/21/2019			✓	9/18/2019	
8/19/2019	1	Nepotism and Fraternization Policy	9/16/2019			✓	9/5/2019	Review member agencies' policies and compare with proposed. Bring 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
4/15/2019	1	Maple Street Development	N/A	✓				SVCW and RWC staff coordinating efforts and messages to developer to protect mutual and exclusive interests.
3/18/2019	1	Emergency Declaration	4/15/2019			✓	4/10/2019	Ratified emergency declaration at April meeting
2/25/2019		No new items at this meeting						Direction provided to Counsel and staff re: closed session items only
1/28/2019		No new items at this meeting						
12/6/2018	1	Private property easements: keep Commission apprised if/when impasse during easement negotiations	2/25/2019			✓	6/28/2019	Easements for the two private property owners have been obtained without need for eminent domain.
11/8/2018	1	Draft Letter to County Manager for Commissioner Chair Signature	11/9/2018			✓	11/8/2018	Letter related to intended use of existing 48-in Force Main after Gravity Pipeline is put into use.

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

**OCTOBER 21, 2019**  
**AGENDA ITEM 5E**

Updated: 10/01/2019

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
10/11/2018	1	No new items at this meeting						
> 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.
	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 April 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	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.

## AGENDA ITEM 5F

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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



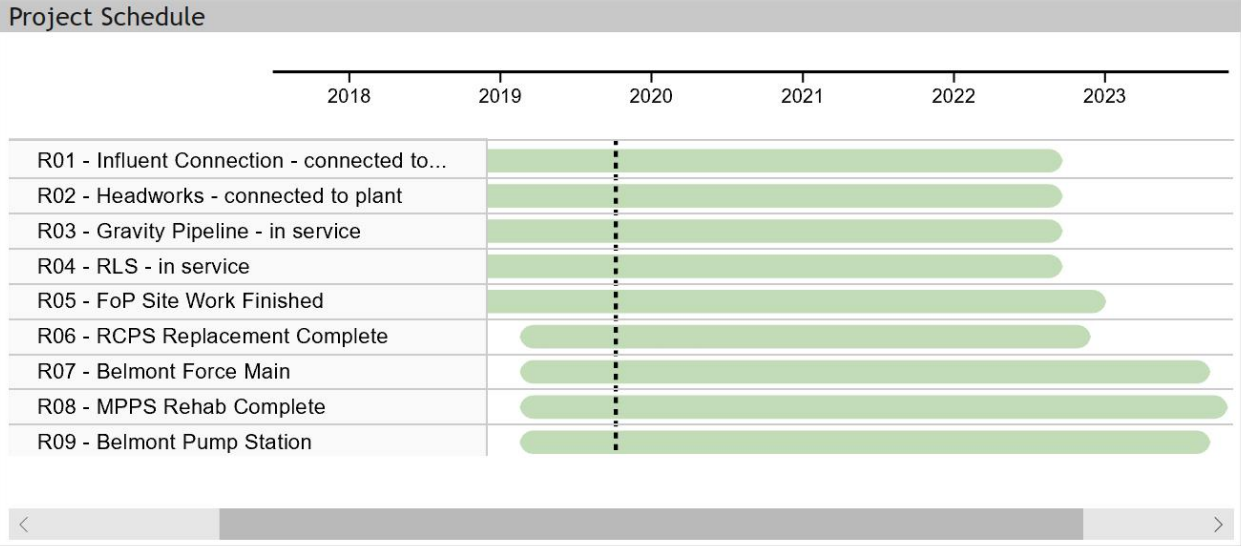
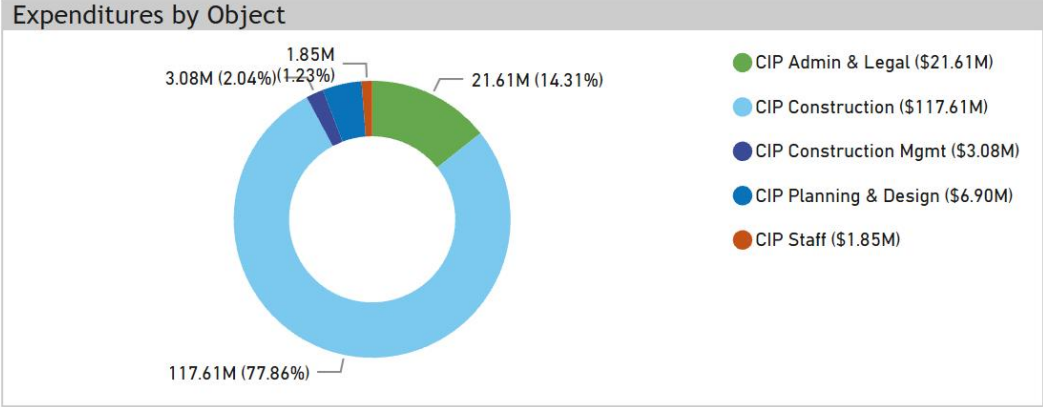
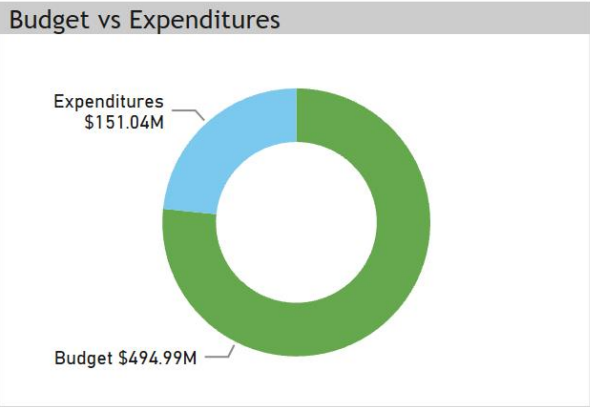
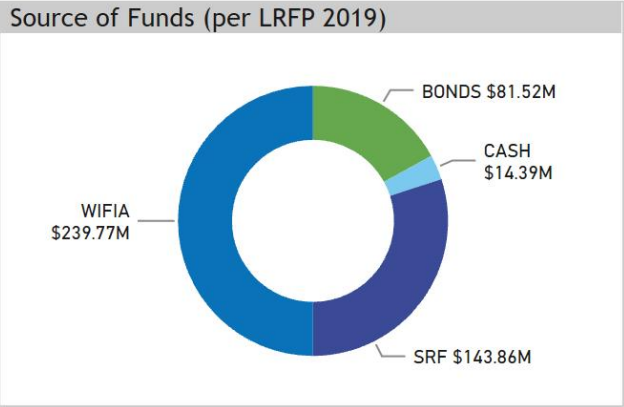
\$494.99M

Total Expenditure

\$151.04M

Remaining Budget

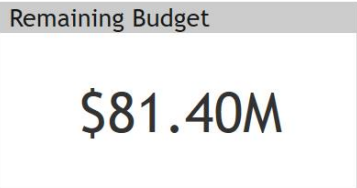
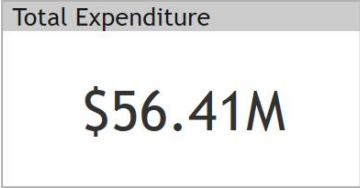
\$343.94M



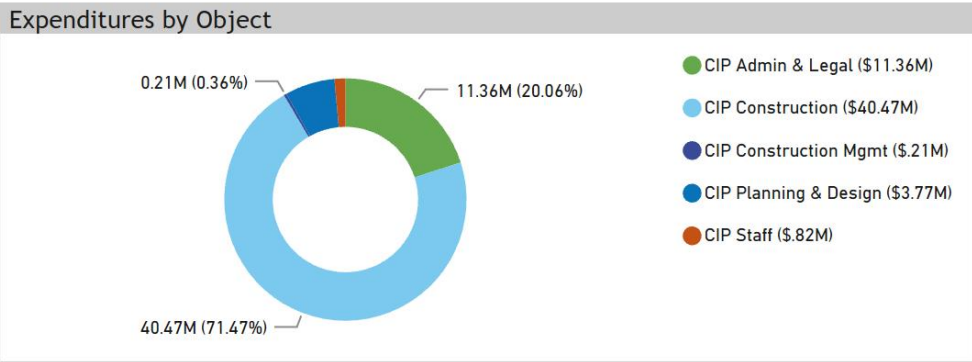
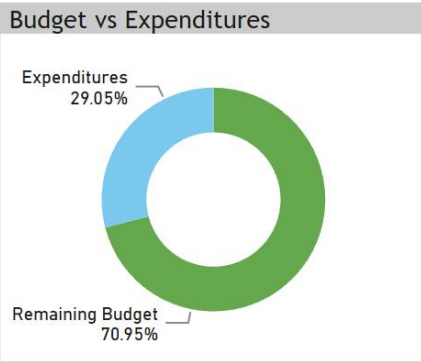
# Front of Plant Progressive DB Project



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 Facilities, Influent Connector Pipe, Storage and Chemical Offload Facilities, Civil site work, Emergency Overflow pipe to storage basin and related process support systems. Work is being implemented under a Progressive Design-Build procurement process in stages.



Milestone Schedule		
	Start	Finish
100 Percent (%) Design Documents	10/27/2019	11/1/2019
Stage 2C - RLS Shaft Construction	10/11/2018	2/25/2020
Headworks Completed/Early Start-Up	12/6/2018	10/24/2021
SFS/RLS Operational	12/6/2018	8/28/2022
Stage 2D - Balance of Stage 2 Work Final Completion	12/6/2018	10/20/2022



## Construction KPIs

29.59%  
% Complete

28.12%  
% Expenditures

As of : 2019 - 10





## Major Accomplishments this Period

▼	
Design	<ul style="list-style-type: none"><li>- SPJV reviewed and implemented comments from the 95% design package review and continued the development of the 100% design package.</li><li>- Continued development of the odor control system and Grit removal/washer systems as they relate to the FoP control narratives</li></ul>
Procurement of Trade Packages	<ul style="list-style-type: none"><li>- SPJV provided submittals for the RLS pump, sump pumps, flood pump, and jib cranes for review.</li><li>- SPJV is finalizing submittals of other major equipment (slide gates, screenings, elevator, VFDs, piping) with preferred manufacturers for submission</li><li>- WIFIA and SRF requirements compliance for trade packages are in progress</li><li>- SPJV executed contracts with multiple subcontractors for upcoming work</li></ul>
Construction	<ul style="list-style-type: none"><li>- Completed placement of the Headworks Facility concrete base slab and the first wall panel</li><li>- Excavated 60-feet of the RLS</li></ul>

## Potential Issues

Change order for odor control system.
Credit for the deletion of the chemical storage system.
New County/Local Sales Tax

## 3 - Month Look Ahead

	▼ Start	End	October	Novemb...	December
Installation of Elevation 115' Walls	October 3, 2019	December 13, 2019	X	X	X
RLS and SFS Concrete Base Slab Work	October 22, 2019	January 7, 2020	X	X	X
RLS and SFS Excavation Work	July 22, 2019	November 21, 2019	X	X	

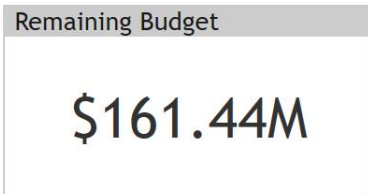
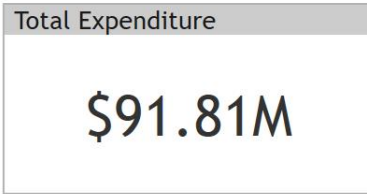
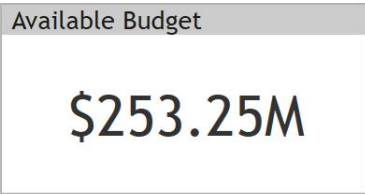
## Safety Spot Light

Category	Value
Lost Time	0
Near Misses	0
Recorded Losses	0

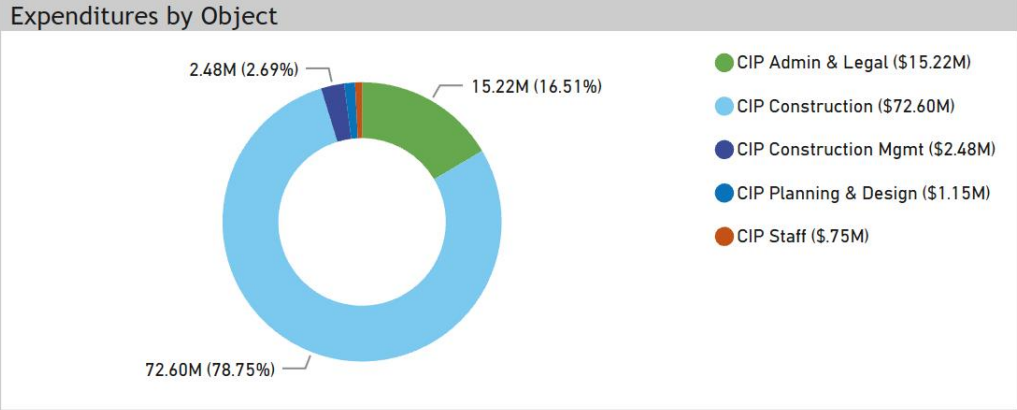
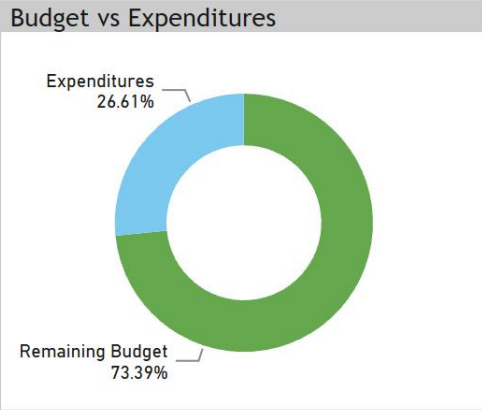
# Gravity Pipeline Progressive DB Project



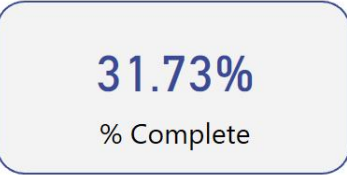
The Gravity Pipeline (GP) Project consists of the design, construction, permitting, start-up, commissioning, and closeout of approximately 17,600 feet of wastewater gravity FRP pipe inside a concrete-segment tunnel. The work includes three shafts and will interface directly with the Front of Plant (FoP)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



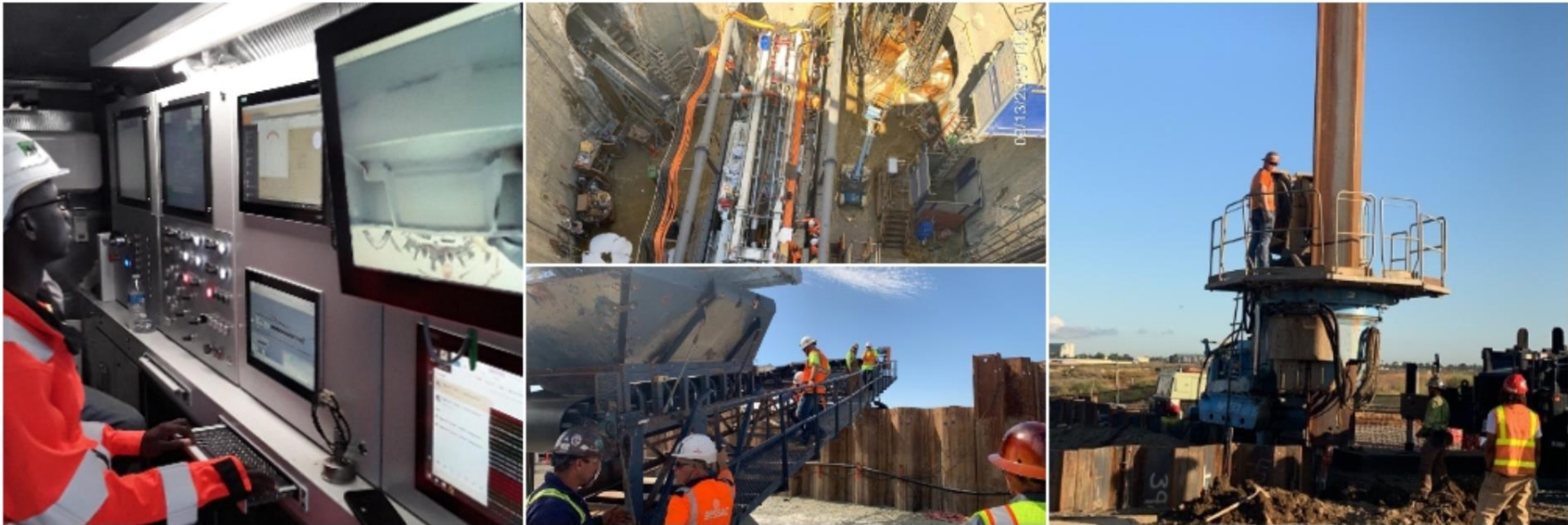
Milestone Schedule		
	Start	Finish
100% Design Documents		3/11/2020
Bair Island Shaft Construction	6/24/2019	1/31/2020
TBM Drive (AAS to Bair Island)	9/17/2019	6/4/2020
San Carlos Shaft Construction	7/24/2020	2/2/2022
TBM Drive (AAS to SFS)	9/3/2020	10/19/2021
FRP Pipe Installation	10/5/2021	5/16/2022
Final Commissioning		7/1/2022



## Construction KPIs



As of : 2019 - 10





Major Accomplishments this Period	
▼	
Design	<div>- Issued for Construction Specifications under development</div> <div>- Continued coordination with Pump Stations Improvement project and Operations &amp; Maintenance for San Carlos inlet connection</div> <div>- FRP pipe design completed</div> <div>- Building and Utility Damage Assessment report submitted for review.</div>
Procurement of Trade Packages	<div>- Bair Island Guillotine Sheet Pile contract executed</div> <div>- Outreach in conformance with SRF and WIFIA funding requirements</div>
Construction	<div>- TBM assembly continues as BBJV begins to assemble segment rings in the starter tunnel</div> <div>- Blue Iron completed driving sheet piles for the Bair Island Shaft and prepares for shaft excavation</div>

Potential Issues
County Permits and Easements.
New County Sales Tax
Tariffs on Chinese Steel

3 - Month Look Ahead					
	Start	End	October	Novemb...	December
100% Design Completion	August 10, 2018	March 11, 2020	X	X	X
Bair Island Shaft Excavation	September 30, 2019	November 30, 2019	X	X	
Launch TBM for Bair Island Drive	September 17, 2019	May 27, 2020	X	X	X

Safety Spot Light	
Category	Value
Lost Time	0
Near Misses	0
Recorded Losses	0



# 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 rehabilitated. 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. This project also includes replacement of the Belmont Force Main and will be implemented via a Progressive Design-Build Process.

Available Budget

\$103.93M

Total Expenditure

\$8.56M

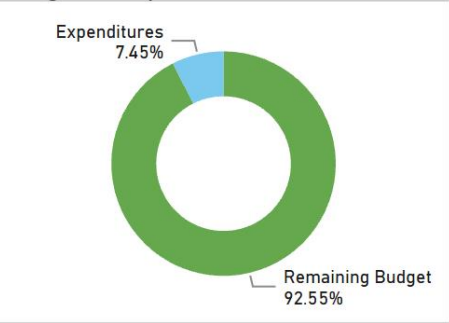
Remaining Budget

\$95.56M

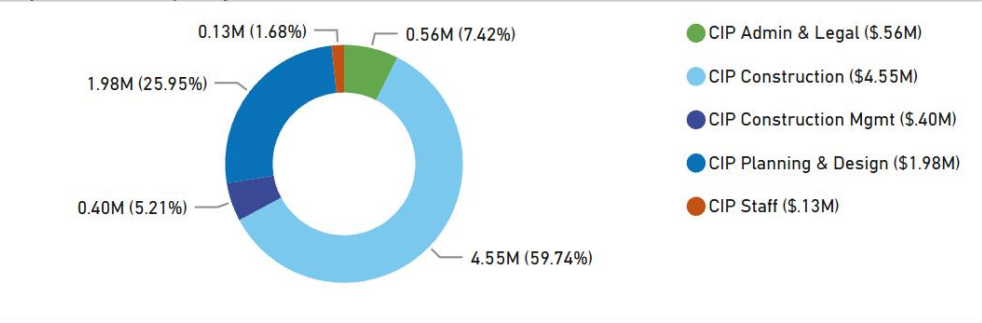
## Milestone Schedule

	Start	Finish
PSI Project Procurement process approved by Commission	7/13/2018	7/13/2018
Recommend Award of DB Agreement to Commission	2/25/2019	2/25/2019
Basis of Design Report (BODR)	7/1/2019	10/7/2019
30 Percent (%) Design Documents	7/2/2019	9/19/2019
60 Percent (%) Design Documents	8/19/2019	12/9/2019
Stage 1 Services Complete		1/17/2019

## Budget vs Expenditures

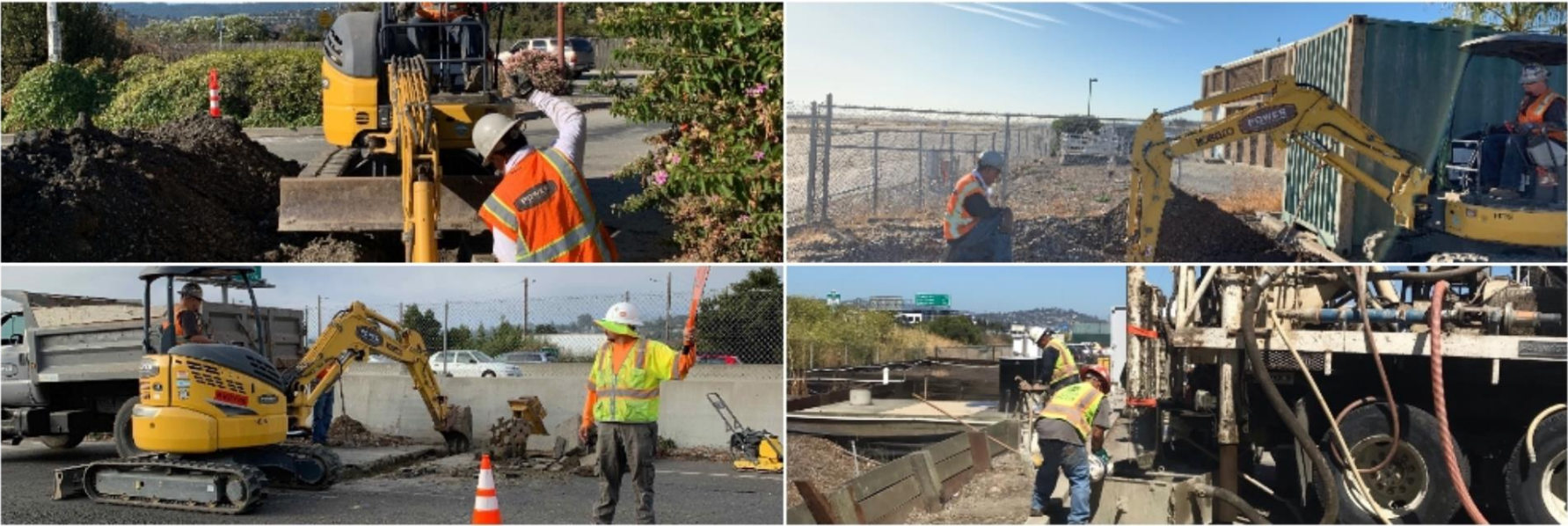


## Expenditures by Object



Phase 2 is scheduled to start on 1/20/2020.

No % Complete or % Expenditures available at this time.



## Major Accomplishments this Period

- Design
- Belmont Gravity Pipeline and MPPS 60% designs are in progress.
  - RCPS 30% designs are under review by SVCW.
  - Ongoing coordination with GP project.
  - Potholing for utility-locating completed at Belmont and San Carlos locations

## Potential Issues

No issues to note for this period.

## 3 - Month Look Ahead

	Start	End	October	Novemb...	December
60% Design Package	August 19, 2019	December 6, 2019	X	X	X
BIM Model Development, Analysis, and Support	September 11, 2019	January 17, 2020	X	X	X
BODR & 30% Design Documents	May 24, 2019	December 6, 2019	X	X	X
Control Strategy / Narratives Development	May 23, 2019	October 25, 2019	X		
Cost Modeling Development and Estimates	May 3, 2019	December 12, 2019	X	X	X
Design & Construction Phasing Plan	May 27, 2019	October 28, 2019	X		
Modeling	May 24, 2019	November 4, 2019	X	X	
P&ID, Master Equipment & I/O List Development	July 2, 2019	October 21, 2019	X		
Permitting & Public Outreach Support	February 28, 2019	January 17, 2019	X	X	X
Preliminary Staffing & Staff Training Plan	October 15, 2019	November 7, 2019	X	X	
Preliminary Startup, Testing and Acceptance Plan	September 3, 2019	November 20, 2019	X	X	

## Safety Spot Light

Category	Value
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 – September 16, 2019  
8:00 a.m.**

**ITEM 1**

**CALL TO ORDER**

The meeting was called to order at 8:00 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  
Mayor Mark Olbert, Mayor, San Carlos – Secretary  
Council Member Warren Lieberman, PhD., Belmont

**Staff, Consultants and Visitors Present**

Teresa A. Herrera, SVCW Manager  
Christine C. Fitzgerald, SVCW Legal Counsel  
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager  
Kim Hackett, SVCW Authority Engineer  
Jennifer Flick, SVCW Human Resources Director  
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  
Theresa Yee, City of Redwood City  
Jim Lewis, Menlo Park  
Bill Tanner, Tanner Pacific, Inc.  
Mark Minkowski, Kennedy/Jenks

**ITEM 3**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by those in attendance.

**ITEM 4**

**PUBLIC COMMENT**

Mr. Jim Lewis from Menlo Park addressed the Commission. He commented on how helpful it was that Staff Reports were now available on SVCW's website and suggested that perhaps future Commission Meetings could be videoed and made available to public.

## **ITEM 5**

### **SAFETY MOMENT AND REPORTS**

In this month's Safety Moment, it was noted that September is National Preparedness month and the importance of being prepared for any kind of disaster was discussed.

Under the Manager's Report, the Commission was presented with SVCW's new Vision statement. Additionally, Ms. Herrera noted that she will be giving a presentation today at the US China Green Energy Council. Finally, it was noted that SVCW's staff is sponsoring confined space entry training open to public agencies throughout the mid-Peninsula.

The Investment Report format is new due to a change in investment advisors. Options of what to include in the report were discussed and the consensus was to ensure that it covered pertinent and important items for which the Commissioners should be aware.

Ms. Hackett then gave the Engineering Projects Status Update. Discussion ensued related to possibility of receiving unexpected inorganic material with the proposed organics co-digestion project. The agreement with SBWMA has not yet been drafted but will include warranty on material quality. Discussion continued related to digestion capacity; the current capacity is adequate for current and projected future loads.

## **ITEM 6**

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

There were no comments.

## **ITEM 7**

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

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

The Motion carried by Unanimous Roll Call Vote

## **ITEM 8A**

### **CONSIDERATION OF MOTION TO APPROVE TASK ORDER FOR CDM-SMITH SCOPE AND BUDGET FOR ALTERNATIVE TECHNOLOGY IMPACT ANALYSIS RELATED TO ORGANICS CO-DIGESTION PROJECT (CIP# 9215, 9229, 9235)**

Proposed Action:

Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR ENGINEERING SERVICES RELATED TO ORGANICS CO-DIGESTION (CIP #9215, 9229, 9235) IN AN AMOUNT NOT TO EXCEED \$343,178 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CDM-SMITH

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

The Motion carried by Unanimous Roll Call Vote

**ITEM 8B**

UPDATE ON SILICON VALLEY CLEAN WATER ADMINISTRATIVE POLICY NO. 2013-03 REGARDING SVCW RESERVE FUND POLICY AND PROCEDURES ("RESERVE FUND POLICY") AND PROVIDE GUIDANCE TO STAFF REGARDING POTENTIAL AMENDMENTS

Proposed Action:

NO ACTION IS REQUIRED. COMMISSION TO PROVIDE DIRECTION TO STAFF AS NEEDED

Discussion ensued regarding the reserve policy; staff will bring additional information and proposed changes to Commission in October.

**ITEM 9**

CLOSED SESSION

Not used

**ITEM 10**

RECONVENE IN OPEN SESSION

Not used

**ITEM 11**

ADJOURN

There being no further business, the meeting adjourned at 9:00 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 August 28, 2019 – September 11, 2019 and September 12, 2019 – September 24, 2019, were scanned and a copy was emailed to Commissioners and Legal Counsel on October 15, 2019.

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## AGENDA ITEM 7C

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**LABOR COMPLIANCE AND MONITORING SERVICES  
MASTER SERVICES AGREEMENT AMENDMENT FOR RGM AND ASSOCIATES**

ISSUE

Amend Master Services Agreement for RGM and Associates.

BACKGROUND

SVCW's financial portfolio being used for the ongoing capital improvements includes funding from the State Water Resources Control Board for State Revolving Fund (SRF) loans and the U.S. Environmental Protection Agency for Water Infrastructure Financing Innovation Act (WIFIA). Both of these government financing programs require all onsite construction labor be paid no less than State and Federal prevailing wages and ascertaining that Davis-Bacon laws for work performed are followed.

There are stringent requirements for monitoring and tracking a contractor's compliance with State and Federal prevailing wage laws. Because of the specialized nature of the prevailing wage arena and because the terms of SRF and WIFIA loans require strict compliance with such laws, SVCW hired a third-party labor compliance firm to oversee the necessary tasks. RGM and Associates (RGM) was hired in 2011 after a qualifications-based selection process. Since that time, RGM have been ensuring SVCW is in compliance with SRF requirements and, in turn, reimbursement of all construction expenses funded by the state loans are assured. Moving forward, their tasks will cover the newly received WIFIA loan requirements.

DISCUSSION

SVCW's Manager received notification from RGM and Associates of a merger with the firm of Kramer Project Development Company (Kramer). Kramer performs similar services as RGM and both firms are highly respected and carry excellent reputations. The new firm, RGM Kramer, Inc. will continue to provide services for SRF and WIFIA funded projects. The merged company's Labor Compliance Program is approved by the California Department of Industrial Relations. The individual with whom SVCW works remains with the newly merged firm and will continue to provide her excellent services to SVCW.

The Master Services Agreement between SVCW and RGM requires SVCW to approve, in writing, assignment of the agreement. To ensure that the SRF and WIFIA financing remain in compliance the Manager recommends that SVCW approve assigning the MSA to RGM Kramer, Inc.

FINANCIAL IMPACT

There is no financial impact to this agenda item.

RECOMMENDATION

Move adoption of RESOLUTION CONSENTING TO ASSIGNMENT OF MASTER SERVICES AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES – RGM KRAMER INC.

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## AGENDA ITEM 7D

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**AGREEMENT FOR GRANT FUNDING THROUGH  
THE STATE WATER RESOURCES CONTROL BOARD**ISSUE

Approval to negotiate and execute agreements with the State Water Resources Control Board (State Water Board), Stanford University, and contributing entities on the recent award through Proposition 1 Pilot Project Grant for \$350,000 entitled, "Low-Energy Potable Reuse from Wastewater Using Anaerobic Treatment"

BACKGROUND

SVCW spends significant money for electricity purchase and has been striving over the past eleven years to reach higher energy efficiencies for all agency facilities. With the focus towards energy efficiency, especially given future stricter treatment standards, staff is constantly looking for better technologies and better operational parameters to meet SVCW's mission. Additionally, SVCW is in the process of evaluating nutrient removal treatment strategies to address upcoming effluent restrictions by the San Francisco Regional Water Quality Control Board.

In 2017 a \$2 million grant was awarded to SVCW by the California Energy Commission (CEC) to partner with Stanford University on "Advancing Water and Energy Efficient Strategies and Technologies" known as the SAF-MBR, an anaerobic (without air) secondary treatment process or Staged Anaerobic Fluidized-bed Membrane Bio-Reactor. For over one hundred years, secondary treatment has been performed aerobically (with air). Generating air via a blower system adds the greatest energy demand in wastewater treatment. In addition to demonstrating energy savings, the grant will support tests to assess whether anaerobically treated effluents are suitable for both non-potable and potable reuse. Since water recycling is a requirement for many wastewater treatment plants in California, determining water recycling suitability is an important objective of the study. SVCW contributed up to \$500,000 and Stanford University contributed \$400,000, bringing the cash value to \$2,900,000. A combined in-kind contribution of \$320,000 from Suez, Valley Water District, and LG NanoH2O increased the grant value to \$3,220,000, and increased SVCW's return on investment by more than 5 times.

This year, a subsequent \$350,000 grant through Proposition 1 was awarded to SVCW by the State Water Board to expand the CEC demonstration. This award will fund construction costs to scale up water recycling tests using nutrient removal (a Membrane Aerated Bio-Reactor, MABR), and water reuse (Disinfectant contactor, Ultra-Violet (UV), Reverse Osmosis (RO) and Advanced Oxidation Processes (AOP)) technologies for potable reuse. This grant will enable construction for these skid-mounted process units and will fund personnel to demonstrate operations. Further evaluation of performance and scalability through April 2022 would be funded by U.S. Bureau of Reclamation and we expect selection results to be announced by January 2020.

As part of this State Water Board grant award, Suez provided an in-kind contribution of an additional \$180,000 in MABR equipment and support to assist SVCW's evaluation of this nutrient removal technology, bringing the combined contribution of this phase of the

study to \$530,000, for a total project budget of \$3,750,000. This increases SVCW's initial investment by 7.5 times and is available through the end of the CEC testing period, March 2021. SVCW is requesting approval for the Manager to negotiate and execute agreements with the State Water Board, Stanford University, and contributing entities to obtain this awarded \$530,000 in grant and in-kind funding to facilitate construction of these processes.

As SVCW moves forward to meet stricter nutrient removal standards and explores opportunities for increasing its recycled water output, the demands on energy continue to increase. Therefore, seeking ways to use new technologies and/or changing operational parameters to minimize energy consumption is a high priority for SVCW staff. Looking holistically on how best to manage nutrient removal, water recovery, and energy requirements will provide SVCW important knowledge to help in the selection of appropriate technology investments in the upcoming years.

### DISCUSSION

Though Proposition 1, the State Water Board is able to fund construction of new pilot testing facilities and supplement the CEC grant to promote development of new low-cost local water supplies. The proposed \$350,000 grant will provide funding to expand the evaluation of scaled systems onsite at SVCW and allow experts, our engineers, and operators to develop a better understanding of estimated operations and maintenance costs should these technologies be constructed to full scale application.

Taking advantage of local and state partnerships meets SVCW's mission and core values of providing wastewater treatment for reuse in a responsible and efficient manner and to be innovative regional leaders while operating cost-efficiently. This is a unique opportunity for SVCW to partner with industry leaders in wastewater treatment who also have a significant stake in the successful outcome of this work. Essentially, SVCW will leverage its existing investment of \$500,000 in matching contributions at 7.5 times its initial investment. Even if the pilot technologies prove unsuccessful, the amount of information SVCW will gain about operation and maintenance costs of new technologies, its wastewater characteristics, and sharing this information with regional and state partners for a relatively small investment is extremely valuable.

Staff recommends the Commission support the negotiation process and approve the Manager execute agreements.

### FINANCIAL IMPACT

No additional funds are needed to satisfy the grant's local match requirement.

### RECOMMENDATION

Move adoption of RESOLUTION AUTHORIZING MANAGER TO NEGOTIATE AND EXECUTE AGREEMENTS WITH THE STATE WATER RESOURCES CONTROL BOARD, STANFORD UNIVERSITY, AND RELATED CONTRIBUTORS FOR CONSTRUCTION OF SKID SCALE NUTRIENT REMOVAL AND WATER REUSE TECHNOLOGY IN A PILOT PLANT.

## AGENDA ITEM 7E

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**PRIMARY EFFLUENT CHANNEL PROTECTIVE COATING, HATCH, AND LAUNDER  
REPLACEMENT PROJECT (CIP # 9014)  
ENGINEERING DESIGN SERVICES**

ISSUE

Approve Task Order Scope and Budget for Kennedy/Jenks Engineering Design Services for the Primary Effluent Channel Protective Coating, Hatch, and Launder Replacement Project (CIP #9014)

BACKGROUND

The Primary Effluent Channel (PEC) is constructed of concrete with steel appurtenances and conveys water in the early stages of the treatment process. The PEC is exposed to a very corrosive atmosphere with high concentrations of hydrogen sulfide which attacks concrete and steel. This channel was recoated/rehabilitated in 2000 and again in 2009. A recent inspection conducted by Tanner Pacific Inc. (TPI) and Bay Area Coating Consultants Inc. (BACC) in June 2019 concludes that coating is missing and the concrete and metal surfaces show significant corrosion. The need for surface rehabilitation and recoating is immanent.

The PEC conveys water from the Primary Sedimentation Tanks (PSTs) to the Primary Effluent Box and Fixed Film Reactor (FFR) Wet Pit. The Primary Effluent Box, FFR Wet Pit, and Scum Pits are all adjacent to the PEC and will be inspected during this work to assess their condition. If these structures show similar corrosion impacts, the design will include necessary surface rehabilitation and recoating for them. Isolating the PEC, Primary Effluent Box, and FFR Wet Pit during low flow periods in the summer to allow for surface rehabilitation will require extensive planning and coordination of bypass systems to facilitate this complex rehabilitation and recoating project.

Other equipment exposed to the PST environment will be replaced under this project. This includes approximately eighty (80) aluminum hatches above the PSTs which have corroded and buckled due to the wet and corrosive environment of the PSTs. Along with being difficult to operate and in some cases inoperable, these damaged hatches have become a safety hazard and therefore, must be replaced. Effluent launders that convey treated primary effluent from the tanks to the effluent channel are well beyond their expected useful life and leak; they have been in service since the original plant construction, 40 years. There is an effluent launder in each of the four PSTs and all launders will be replaced.

DISCUSSION

Based on their understanding of the operation of the SVCW plant and expertise on rehabilitation projects, SVCW has asked Kennedy/Jenks to perform design services and assist in the rehabilitation of these facilities. Kennedy/Jenks has been involved in several of SVCW's recent concrete and steel rehabilitation projects including the Chlorine Contact Tank and Digester No. 1 and are well suited for this work.

Staff has negotiated a scope of work and budget with Kennedy/Jenks for the work efforts described above in an amount not to exceed \$238,790. Work will take place over a period of six months and will result in a design ready for bidding in Spring 2020 and an engineer's opinion of probable cost for the construction.

#### FINANCIAL IMPACTS

Work under this task order will be funded from CIP #9014 Process Tanks Concrete and Steel Protective Coating Replacement, which has an allocated budget of \$5,624,786. To date, \$3,997,302 has been expended. It is anticipated that the construction cost will exceed the budgeted amount remaining in this CIP project. If so, staff will bring a recommendation for budget increase to the Commission at a future time.

#### RECOMMENDATION

Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR DESIGN SERVICES RELATED TO THE PRIMARY EFFLUENT CHANNEL PROTECTIVE COATING, HATCH, AND LAUNDER REPLACEMENT PROJECT (CIP# 9014) IN THE AMOUNT NOT TO EXCEED \$238,790 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY/JENKS CONSULTANTS

## AGENDA ITEM 7F

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**CONTRACT CHANGE ORDERS FOR RESCU PROJECTS  
GRAVITY PIPELINE AND FRONT OF PLANT**

**ISSUE**

Approve Contract Change Orders to Two RESCU Projects: Gravity Pipeline and Front of Plant

**BACKGROUND**

The Commission previously approved Stage 2 amendments to the Design-Build Agreements for two RESCU projects: 1) Gravity Pipeline Agreement with Barnard-Bessac Joint Venture (BBJV) and 2) Front of Plant Agreement with Shea-Parsons Joint Venture (SPJV). There were several Stage 2 amendments to each project to allow early work packages to begin while other aspects of the designs were being completed. The final amendments for each project were approved by the Commission in November 2018 and December 2018 for Gravity Pipeline and Front of Plant, respectively. The final amendments covered all work to complete design and construction for each project and both were negotiated as lump sum contract amounts.

Prices to complete the designs and construction for both projects were negotiated well in advance of the Commission authorizations and were intended to be all-inclusive through the end of the projects, scheduled for mid- to late- 2022. As with any multi-year project, there are factors that arise during the course of implementation that can necessitate changes to the contract amounts.

**DISCUSSION**

In May, the SVCW Commission authorized a Contract Change Order to account for a 0.5% increase in sales tax for materials and equipment purchased in Redwood City. Subsequent to that authorization, it came to staff's attention that San Mateo County also authorized a sales tax increase that came into effect on July 1, 2019. Both of these tax increases were not anticipated or included in the negotiated costs for the Gravity Pipeline or the Front of Plant project.

The precise cost of the additional tax cannot be certain until actual materials are purchased, however an estimate of approximately \$900 thousand has been calculated; \$550 thousand for materials needed for Gravity Pipeline and \$350 thousand for materials needed for Front of Plant. Items delivered to the site prior to July 1, 2019 are not subject to this tax increase, therefore, only materials and equipment delivered after that date will incur the tax increase.

The estimated additional cost is based on the assumption that 50% of the remaining work to be done will be expended on materials and equipment. A sampling of materials and equipment still needing to be purchased under the Gravity Pipeline project include concrete segments for the tunnel walls, 3.2 miles of 11-foot diameter fiberglass reinforced plastic pipe which constitutes the gravity pipe, and concrete for drop shafts at Bair Island and San Carlos pump station. For the Front of Plant, all major equipment remains to be purchased (screens, grit removal, odor control system, electrical systems, structural concrete, and the 5-foot diameter HDPE pipe for the influent connector pipe).

The proposed approach to the additional cost for the two projects is to “true up” final costs for each project at the end of the work and include only actual costs incurred for the tax increase. The actual cost will not be known until late 2022 however, staff did not want to wait until then to obtain Commission approval for pending change orders to the contract. Therefore, the proposed action is to approve contract change orders in an amount up to \$900 thousand to cover tax increase expenses for both the Gravity Pipeline project and the Front of Plant project. Upon knowing the actual costs, the amounts will be reported to the Commission.

The third leg of the RESCU program, the Pump Stations Improvement project, is currently in its Stage 1 design phase. When Stage 2 costs are negotiated, the costs will necessarily include the additional tax. There is no need for a contract change order for this project since the Stage 2 amendment has not been negotiated yet (it is anticipated that the Stage 2 amendment will begin negotiations in December 2019 for Commission consideration in February 2020). However, the overall project increase will need to be included in the CIP budget. The increase for all projects will be reflected in the next CIP Update, anticipated to occur in January 2020.

#### FINANCIAL IMPACT

There will be an increase to the overall RESCU program budget to account for the San Mateo County sales tax increase of 0.5%. The anticipated approximate amounts are: \$550 thousand for Gravity Pipeline, \$350 thousand for Front of Plant, and \$200 thousand for Pump Stations Improvement.

#### RECOMMENDATION

Move adoption of RESOLUTION AUTHORIZING THE SILICON VALLEY CLEAN WATER MANAGER TO APPROVE CONTRACT CHANGE ORDERS FOR THE GRAVITY PIPELINE PROJECT AND FRONT OF PLANT PROJECT IN AN AMOUNT NOT TO EXCEED \$900,000 SUBJECT TO CONFIRMATION OF ACTUAL COSTS UPON PROJECTS' COMPLETIONS

## AGENDA ITEM 7G

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**1548 MAPLE STREET DEVELOPMENT  
ENGINEERING SERVICES**

ISSUE

Approve Task Order Scope and Budget for Kennedy/Jenks Engineering Services for the Redwood City 1548 Maple Street development project

BACKGROUND

The City of Redwood City has approved the "1548 Maple Street" development being built by STRADA Investment Group (STRADA). This development project is starting now and will continue until an end of 2020 estimated completion date. Its primary location is in the former Dock Town area of Redwood City and includes affected areas on Maple Street and the future Blomquist extensions.

This local area development activity will include raising the elevation, by a significant amount, Maple Street and the Blomquist Extension. These same roadways include various city, county and SVCW utilities including the SVCW 48-Inch Force Main, several Redwood City sewer and water pipelines, and one sewer owned by San Mateo County.

The additional soil necessary to change the elevations of the roadways is estimated to range from 7 feet to 13 feet according to information recently provided by the geotechnical consultant working for STRADA. This is a significant amount of soil that will place loads that could cause movement to the underlying young bay mud and old bay clay located in the current road alignments.

These young bay mud (YBM) and old bay clay (OBC) soils are notoriously weak and are known to move when pressure from additional loading is placed upon them. If the additional loading causes these weak soils to move it could cause the utilities located within those same soils to move with potentially catastrophic results. Additionally, the compression caused from additional soil loading on top of the existing 48-inch HDPE pipe, if it surpasses acceptable deflection specifications, could cause the pipe to flatten, essentially cutting off all flow in the conveyance system from the Redwood City and Menlo Park pump stations.

DISCUSSION

SVCW's Geotechnical engineering expert, DCM Consultants and the original 48-inch force main designer Kennedy/Jenks (K/J), along with other long time SVCW pipeline construction management experts, are closely examining this issue.

DCM has created recommended testing protocols to measure the impacts of the additional soil loading. This agenda item relates specifically to the engineering tasks necessary to support the SVCW response to STRADA on impacts and necessary tasks to protect SVCW's critical conveyance system assets.

SVCW recently replaced this section of force main under its CIP project #6001, 48-inch Force Main Replacement Project. The force main was designed and constructed in

2014 and is comprised of HDPE pipe laid within the center of Maple Street. The design did not contemplate adding 1,000 to 2,000 pounds per square foot of additional soil loading onto the pipe. If loadings are beyond acceptable limits of the pipe deflection specifications the pipe could collapse cutting off all flow from Redwood City and the West Bay Sanitary District to the treatment plant. This is a high priority and critical pipe for SVCW and staff are taking extremely seriously the possible negative impacts of the STRADA development plans.

Staff is requesting K/J to provide engineering services associated with two specific tasks. The first is to create a plot that depicts the current 48-inch force main, its placement in the vicinity of YBM and OBC along with the proposed soil loading for the entire length of potential at-risk force main locations. The at-risk portion of the SVCW force main measures approximately 1,200 feet. The second task will be to calculate the maximum allowable pipe deflection using the proposed soils loading.

The not-to-exceed fee for these two tasks is \$99,188. These engineering services will commence upon approval of this task order and will extend to December 2019.

#### FINANCIAL IMPACT

SVCW has set up a project number so that costs associated with coordinating with the 1548 Maple Street developer can be tracked. In instances whereby a private development impacts SVCW assets and causes actions to be taken to protect its facilities, costs are borne by the respective developer. Therefore, it is fully anticipated that these costs will be reimbursed by the developer upon execution of the agreement between STRADA and SVCW.

#### RECOMMENDATION

Move approval of TASK ORDER SCOPE AND BUDGET FOR ENGINEERING SERVICES DURING THE 1548 MAPLE STREET DEVELOPMENT IN THE AMOUNT NOT TO EXCEED \$99,188 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY/JENKS CONSULTANTS

## AGENDA ITEM 8A

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**STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL  
UPGRADES (CIP #9033, 9807)  
ENGINEERING DESIGN SERVICES**

**ISSUE**

Approve Task Order Scopes and Budgets to Beecher Engineering and Brown and Caldwell Engineering Design Services for the Standby Generators Feed Relocation and Electrical Panel Upgrades (CIP #9033, 9807)

**BACKGROUND**

At the treatment plant, SVCW receives electrical utility power from PG&E at the primary switchgear (also known as the 12kV Switchgear), which is then distributed to two Power Distribution Panels (PDPs) feeding various Motor Control Centers (MCCs) and all plant equipment. The 12kV power received from PG&E is transferred to the 480-volt PDPs via step-down transformers. In the event of a power loss, SVCW is required to have standby emergency power to provide backup power to continue its operation. Standby power is connected and supplied to the two PDPs.

SVCW's Capital Improvement Program (CIP) includes major electrical and automation upgrades. In 2010, PDP-1 was upgraded and the associated three original 750kW backup generators were replaced with three-1MW generators. In 2013 PDP-2 was installed with the intention of separating the "wet side" processes from the "dry side" processes as future projects came online. In 2016 as critical loads were added to PDP-2, two-2MW standby emergency generators were installed for PDP-2. All five standby generators (three 1MW in Solids Handling Building connected to PDP-1 and two 2MW on 109-deck connected to PDP-2) generate power at 480 volts, then feed to PDPs and eventually to the final loads, either directly at 480 volts or through stepdown transformers.

**DISCUSSION**

Since the CIP's inception, emphasis has been placed on replacing and upgrading the Plant's electrical power facilities. Having a robust and reliable power system is required to ensure full compliance with SVCW's permits. Most work is complete within the power reliability program. There are two major items remaining, which are the topics of this agenda item: 1) Standby Generator Feed and 2) Electrical Panels Replacement.

**Standby Generators Feed**

Under a project currently in construction, CIP #9807 - New 12KV Switchgear, a new primary switchgear was installed. SVCW has taken beneficial occupancy of this switchgear and it was placed into service in September 2019. This new switchgear expands the electrical capacity of the plant to accommodate new electrical loads scheduled to come online in 2022 from RESCU projects. It also placed this critical power facility on a raised platform for resiliency against sea level rise. A new power distribution panel (PDP-3) is being added at the Front-of-Plant project to supply power to Receiving Lift Station, Headworks and ancillary loads.

Similar to PDP-1 and PDP-2, PDP-3 will require standby emergency power. There are two options for providing such standby power: 1) continue the past practice of adding standby generators to PDP-3 at 480-volt level (similar to PDP-1 and PDP-2) or 2) use existing standby generators and provide backup power at higher voltage level; i.e. at 12kV. SVCW staff evaluated the two options and recommends proceeding with utilizing the existing two 2MW backup generators to serve as backup power for both PDP-2 and PDP-3. To increase the power reliability further, a rental generator hook-up connection will be provided at PDP-2 and PDP-3.

This approach has many benefits as follows:

- Avoids millions of dollars in capital cost of two new 2MW backup generators
- Avoids any increase in air emissions from the plant and associated cost/schedule impacts of obtaining an air permit or becoming a major (Title V) facility
- Uses existing assets to their maximum capabilities
- Provides a third level of power reliability by installing rental generator hookup connection

Staff has been working with engineering consultants to develop the concept of moving the two 2MW standby generators electrical power feed from PDP-2 to the newly installed 12kV switchgear. The new switchgear was designed with the capability to accommodate the two large standby generators. Work will include installing two step-up transformers so the standby power generated at 480-volt can be stepped up to 12kV to be fed to the primary (12kV) switchgear main electrical bus. Once the main electrical bus at 12kV switchgear is energized, this electricity can be used by the entire plant; PDP-1, PDP-2 and PDP-3. While the main intention is to use the 4MW of standby generators for PDP-2 and PDP-3, controls and automation will be installed that will also make this standby power available for PDP-1 if ever needed. The three 1MW generators currently tied to PDP-1 will be the main source of backup power for the PDP-1 but this configuration provides flexibility and even greater reliability. Other work involves running conduit and cabling between PDP-2, the two new step-up transformers, and the 12kV switchgear and installing conduit and cable between PDP-2 and a new rental generator hookup station.

### **Electrical Panels Replacement**

Since the start of SVCW's Capital Improvement Program, over ten new MCCs were installed through various projects, replacing old and obsolete panels. The remaining electrical panels are aging and frequently fail. They are extremely difficult to repair due to unavailability of replacement parts. Aging electrical equipment in the maintenance building including MCC 1P1, MCC 1P6 and panelboard 24P2 will be removed and replaced with a single new double ended MCC, also to be placed in the maintenance building. These panels are the last to be upgraded as part of the CIP program.

Two consulting engineers have been involved in developing the concepts presented above, Beecher Engineering and Brown and Caldwell. Beecher Engineering has either designed or provided peer review services on all major CIP electrical projects undertaken by SVCW. Brown and Caldwell have designed a multitude of projects for SVCW including the structural upgrades for Fixed Film Reactor No. 4 which was repurposed as a support

structure and containment area for the two-2MW generators. Beecher Engineering and Brown and Caldwell have experience working together successfully on design projects.

Staff have negotiated scopes of works and budget with both Beecher Engineering, for electrical design and Brown and Caldwell for structural and mechanical design. The not-to-exceed fee for Beecher Engineering is \$149,040 and for Brown and Caldwell is \$121,579. These fees represent approximately 10% of the anticipated construction budget, which is within industry standards for Engineering design services. The schedule for design completion of design is months.

#### FINANCIAL IMPACT

Work under this task order will be funded from Electrical Panel Replacement (CIP #9033), which has a remaining budget of \$1,530,921, and from New 12kV Switchgear (CIP #9807), which has a remaining budget of \$1,924,939. It is anticipated that the construction costs can be covered within the remaining budgets.

#### RECOMMENDATION

- i. Move approval of TASK ORDER SCOPE WORK AND BUDGET FOR ELECTRICAL ENGINEERING DESIGN SERVICES RELATED TO THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807) IN THE AMOUNT NOT TO EXCEED \$149,040 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BEECHER ENGINEERING
- ii. Move approval of TASK ORDER SCOPE WORK AND BUDGET FOR STRUCTURAL AND CIVIL ENGINEERING DESIGN SERVICES RELATED TO THE STANDBY GENERATORS FEED RELOCATION AND ELECTRICAL PANEL UPGRADES (CIP #9033, 9807) IN THE AMOUNT NOT TO EXCEED \$121,579 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL

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## AGENDA ITEM 8B

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**VIDEO RECORDING COMMISSION MEETINGS**

**ISSUE**

Discuss Video Recording Silicon Valley Clean Water Commission Meetings

**BACKGROUND**

At its September 16, 2019 meeting the SVCW Commission requested that the Manager research video recording SVCW Commission meetings and place an item on the agenda for discussion.

SVCW complies with Government Code Title 5, Chapter 9 [54950 – 54963], also known as the Brown Act, which requires that deliberations of public legislative bodies be conducted and actions be taken openly. The Brown Act is intended to give California citizens access to government agencies and prohibit decisions from being made in secret. As a result, the Brown Act requires all meetings and deliberations, including discussion, debate, and the acquisition of information be conducted in public and subject to public scrutiny, except when a closed meeting exception applies.

The Brown Act does not require meetings be recorded. If an open and public meeting is recorded, such recording is subject to the California Public Records Act; however, it may be erased or destroyed 30 days after the recording. Additionally, the public is specifically allowed to use audio or video recorders or cameras at a meeting to record the proceedings, absent a reasonable finding by the legislative body that noise, illumination, or obstruction of view caused by recorders or cameras would persistently disrupt the proceedings.

Currently, SVCW records Commission meetings by audio but not video. These audio recordings are memorialized into official minutes and are preserved in digital format on SVCW's information system network for possible future reference.

**DISCUSSION**

A broad range of options exist regarding video recording of public meetings. Typically, to ensure a clear view of meeting participants and content, as well as to capture clear audio, multiple cameras and microphones are deployed. These are complex systems and require dedicated staff to enable proper set up and use with the requisite staff training to ensure quality video records are produced. Currently, SVCW does not have such a staff person available.

Some agencies deploy simpler one-camera solutions. While affordable, such video feed is limited to a static view of the Commission meeting room. Presenters' faces may be obscured, the presentation screen may not be legible, and audio not clear. In speaking with other agencies who have used this method, the consensus is that the quality is so poor as to make such recordings minimally useful at best and useless at worst.

Finally, there are videographer companies to whom SVCW could outsource these services. In asking opinions of other public agencies who use this method, the response

is mixed; several agencies continue to use this route, some have desisted using such services due to cost, others had decided to bring the functions in-house.

The Manager recommends not implementing a video recording feature of Commission meetings at this time. The rationale for not implementing a video recording feature is based primarily on assessment of resources needed. SVCW staff is currently at maximum utilization on critical mission-specific tasks. From a management standpoint, assigning a staff person to implement and maintain (whether in-house or outsourced) an adequate video recording project for a once a month meeting should be a lower priority than other tasks being undertaken. While audio recordings are available to the public via California Public Records Act requests, if desired by the Commission these can be made available to the public via the SVCW website; either for a limited time (30 to 90 days) or in perpetuity.

#### FINANCIAL IMPACT

Preliminary estimates suggest a single, static camera with necessary microphones installed would be in the \$10 to \$20 thousand range, capital costs only. A multiple camera audio-visual solution is estimated to cost \$75 to \$100 thousand in capital costs (for reference, member agencies have reported spending \$250 to \$300 thousand for high quality recording). Finally, the outsourced solution is estimated at \$2,000 per meeting not inclusive of SVCW labor costs.

#### RECOMMENDATION

Discuss and provide direction regarding video recording of SVCW Commission meetings