

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – April 20, 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 8:02 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
EJ Shalaby, Senior Consultant, DNS Strategic Partners
Bill Tanner, Tanner Pacific, Inc.
Mark Minkowski, Kennedy/Jenks
Vanessa Ventura, SVCW Administrative Assistant
Eric Hansen, SVCW Senior Engineer

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 safe practices while grocery shopping and keeping apprised of changes within Bay Area counties.

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

There were no comments

ITEM 7

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

- A. APPROVAL OF MINUTES – March 9, 2020
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED MARCH 2, MARCH 6, MARCH 11, MARCH 20, 2020 AND NECESSARY PAYMENTS THROUGH MARCH 20, 2020
- C. CONSIDERATION OF MOTION TO ACCEPT THE RECYCLED WATER SUPPLY LINE REPAIR PROJECT (PROJECT #290) AND AUTHORIZE TO FILE NOTICE OF COMPLETION

Proposed Action:

Move adoption OF MOTION TO ACCEPT RECYCLED WATER SUPPLY LINE REPAIR PROJECT (PROJECT #290) AND AUTHORIZE FILING NOTICE OF COMPLETION – SHEA PARSONS JOINT VENTURE

- D. CONSIDERATION OF MOTION TO ACCEPT REPAIRS TO THE DUAL MEDIA FILTER (DMF) INFLUENT PIPE AND WEST ACCESS ROADWAY

Proposed Action:

Move adoption of MOTION TO ACCEPT EMERGENCY REPAIR OF THE DMF INFLUENT PIPE (CIP #313) – POWER ENGINEERING CONTRACTORS AND ANDREINI BROTHERS

Motion/Second: Mr. Lieberman / Mr. Olbert

The Motion carried by Unanimous Roll Call Vote

ITEM 8A

CONSIDERATION OF RESOLUTION DECLARING EMERGENCY CONDITION DUE TO COVID-19, RATIFYING MANAGER DECISIONS, AUTHORIZING EXPANDED MANAGER POWERS, AUTHORIZING USE OF ELECTRONIC SIGNATURES AND ESTABLISHING TEMPORARY COMMISSION MEETING LOCATION

Proposed Action:

Move adoption of RESOLUTION DECLARING EXISTENCE OF EMERGENCY CONDITIONS RELATED TO COVID-19 PANDEMIC, AUTHORIZING MANAGER TO TAKE NECESSARY ACTIONS AND RATIFYING EMERGENCY ACTIONS TAKEN, AUTHORIZING USE OF ELECTRONIC SIGNATURES AND TEMPORARILY CHANGING THE COMMISSION'S REGULAR MEETING PLACE

Motion/Second: Mr. Olbert / Mr. Lieberman

The Motion carried by Unanimous Roll Call Vote

ITEM 8B

CONSIDERATION OF RESOLUTION AND MOTIONS APPROVING PUMP STATIONS IMPROVEMENTS PROJECTS (CIP 9501) STAGE 2B DESIGN-BUILD AMENDMENT AND CONSULTANT TASK ORDERS

Proposed Action:

- i. Move adoption of RESOLUTION APPROVING STAGE 2B AMENDMENT TO THE DESIGN-BUILD AGREEMENT FOR PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501); AUTHORIZING EXECUTION OF STAGE 2B 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 - \$28,033,000
- ii. Move approval of TASK ORDER SCOPE AND BUDGET FOR OWNER'S ENGINEERING ADVISOR SERVICES FOR THE PUMP STATION IMPROVEMENTS PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$2,300,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL CONSULTANTS
- iii. Move approval of TASK ORDER SCOPE AND BUDGET FOR CONTROL SYSTEM DEVELOPMENT AND IMPLEMENTATION FOR THE PUMP STATION IMPROVEMENTS PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$1,640,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CONTROL INTEGRATION AND DEVELOPMENT

- iv. Move approval of TASK ORDER SCOPE AND BUDGET FOR CONSTRUCTION QUALITY ASSURANCE SERVICES FOR THE PUMP STATION IMPROVEMENTS PROJECT (CIP #9501) IN AN AMOUNT NOT TO EXCEED \$5,548,500 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – TANNER PACIFIC INC
- v. Move approval of TASK ORDER SCOPE AND BUDGET FOR ENVIRONMENTAL CONSULTING SERVICES FOR THE RESCU PROGRAM (CIP #9501, 9502, 6008) IN AN AMOUNT NOT TO EXCEED \$193,420 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – JHS CONSULTING

Motion/Second: Mr. Lieberman / Mr.Otte

The Motion carried by Unanimous Roll Call Vote

ITEM 8C

CONSIDERATION OF RESOLUTION APPROVING THE FISCAL YEAR 2020-21 ANNUAL OPERATING AND CAPITAL BUDGET

Proposed Action:

Move adoption of RESOLUTION TO APPROVE:

- i. FISCAL YEAR 2020-21 REVENUE PLAN IN THE AMOUNT OF \$26,628,984 IN NET OPERATING REVENUES REQUIRED AND \$1,295,500 FOR REVENUE-FUNDED CAPITAL PROJECTS
- ii. FISCAL YEAR 2020-21 CASH RESERVE DESIGNATIONS IN THE AMOUNT OF \$1,500,000 TO THE CAPITAL IMPROVEMENT PROGRAM RESERVE FUND AND \$24,866 TO THE OPERATING RESERVE FUND
- iii. FISCAL YEAR 2020-21 DEBT SERVICE EXPENDITURES IN AN AMOUNT OF \$19,646,217
- iv. AUTHORIZING SVCW MANAGER TO IMPLEMENT, MANAGE AND APPROVE EXPENDITURES AUTHORIZED WITHIN THE FISCAL YEAR 2020-21 ANNUAL OPERATING AND CAPITAL EXPENDITURES BUDGET AS ADOPTED BY THE SILICON VALLEY CLEAN WATER COMMISSION

Motion/Second: Mr. Olbert / Mr. Lieberman

The Motion carried by Unanimous Roll Call Vote

ITEM 9

CLOSED SESSION

Closed Session was called to order at 8:44 a.m.

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:09 a.m.

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

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 9:10 a.m.

Minutes prepared by Teresa A. Herrera
Reviewed by General Counsel

DocuSigned by:

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Mark Olbert, Secretary