

Silicon Valley Clean Water

**AGENDA ITEM 7A
JULY 20, 2020**

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – June 15, 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 8:00 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
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
EJ Shalaby, Senior Consultant, DNS Strategic Partners
Bill Tanner, Tanner Pacific, Inc.
Mark Minkowski, Kennedy/Jenks
Aren Hansen, Brown & Caldwell
Bob Donaldson, Collaborative Strategies
Theresa Yee, City of Redwood City
Molly Flowerday, City of Redwood City
Steven Machida, City of San Carlos

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 tips for beating the heat for a better night sleep.

Manager reported that next month the Commission will need to appoint a Chair, Vice Chair, and Secretary.

Regarding Item 5C2, Memo to Commissioners related to Pension Stabilization Trust Introduction, background was provided and discussion ensued. No action was taken and staff will bring to the Commission a recommendation on creating a Section 115 Trust.

Related to Item 5E, Commission Requested Staff-Level Action Items, last month there was a request to include page numbers on the agenda which was completed. Also, there was a question related to when a report on the wastewater indicator studies for community diseases would yield results; this remains an unknown but Manager will continue to track and report when information is available.

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

Expression of appreciation to staff to follow through with mailing the agenda packet to Commissioners who requested it.

ITEM 7

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

7. A. APPROVAL OF MINUTES – May 18, 2020

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

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

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) (5/7ths 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

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

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

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.

Motion/Second: Mr. Otte / Mr. Lieberman

The Motion carried by roll call vote: Commissioners Aguirre, Lieberman, and Otte voting yes, and Commissioner Olbert voting yes with the exception of Agenda Item 7C where he voted no.

ITEM 8A

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

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

Motion/Second: Mr. Otte / Mr. Lieberman

The Motion carried by Unanimous Roll Call Vote

ITEM 8B

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

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

Motion/Second: Mr. Lieberman / Mr. Otte

The Motion carried by roll call vote: Commissioners Aguirre, Lieberman, and Otte voting yes, Commissioner Olbert voting no

ITEM 9
CLOSED SESSION

Closed Session was called to order at 8:41 a.m.

ITEM 10
RECONVENE IN OPEN SESSION

Open Session reconvened at 9:38 a.m.

Ms. Fitzgerald reported that, as to closed session item 9A no reportable action was taken. As to Closed session item 9B, the Commission gave instruction to place the matter of final action on the Managers salary on next month's Agenda in accordance with Govt Code Section 54953, subd. (c) (3), with the following direction: Manager's salary for Fiscal

Year 2020-2021 in the amount of \$29,400 per month in exchange for discontinuance of Manager's housing allowance in the amount of \$2,400; in addition, Manager granted a performance bonus in the amount of 10 percent of Manager's Fiscal Year 2019-2020 salary, and no COLA increase for Fiscal Year 2020-2021.

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 9:40 a.m.

Minutes prepared by Teresa A. Herrera
Reviewed by General Counsel

DocuSigned by:

Mark Olbert

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Mark Olbert, Secretary