

**COMMISSION OF SILICON VALLEY CLEAN WATER
JOINT POWERS AUTHORITY
SPECIAL MEETING – Monday, July 17, 2023
8:00 a.m.**

Place: Pelican Conference Room
Silicon Valley Clean Water
1400 Radio Road, 2nd Floor
Redwood City, California

Consistent with Government Code Section 54953, this meeting will be held both in person and virtually. See page 5 of this agenda for virtual meeting access information and instructions.

COMMISSIONERS

COUNCIL MEMBER ALICIA AGUIRRE, REDWOOD CITY – CHAIR
BOARD MEMBER GEORGE OTTE, WEST BAY SANITARY DISTRICT – VICE CHAIR
COUNCIL MEMBER RON COLLINS, SAN CARLOS – SECRETARY
VICE MAYOR, DAVINA HURT, BELMONT

MANAGER: TERESA A. HERRERA

ATTORNEY FOR THE AUTHORITY: CHRISTINE C. FITZGERALD

CONTROLLER: MICHELLE P. FLAHERTY

TREASURER: MATTHEW ANDERSON

AMERICANS WITH DISABILITIES ACT

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

AGENDA

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

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

taken. If you address the Commission on a non-agenda item, be aware that the Ralph M. Brown Act (Gov. C. § 54950 et seq.) prohibits the Commission from acting on or discussing such matters at this meeting. Any such item may be referred to staff for a decision with regard to placing it on a future agenda for discussion, action or a report.

5. SAFETY MOMENT and REPORTS

- A. Safety Moment.....pg. 7
- B. Manager's Report
 - 1. Upcoming Commission Actions.....pg. 10
- C. Financial Report
 - 1. Investment Report.....pg. 12
- D. Engineering Capital Projects Report.....pg. 16
- E. Commission Requested Staff-Level Action Items..... pg. 19
- F. RESCU Program Design-Build Project Status Update..... pg. 22

6. MATTERS OF COMMISSION MEMBER'S INTEREST

Election of New Chairperson, Vice Chairperson and Appoint New Secretary

7. CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR (begins pg. 31)

8. BUSINESS ITEMS – None

9. CLOSED SESSION – No Closed Session

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

11. ADJOURN

CONSENT CALENDAR

NOTICE TO PUBLIC

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

7. A. APPROVAL OF MINUTES – June 12, 2023 - Regular Meeting (pg. 31)
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED MAY 30 – JUNE 26, 2023, AND NECESSARY PAYMENTS THROUGH JUNE 26, 2023 (pg. 37)
- C. CONSIDERATION OF RESOLUTION APPROVING MASTER SERVICES AGREEMENT WITH JDH CORROSION CONSULTANTS, INC. FOR ON-CALL CORROSION CONSULTING AND CONDITION ASSESSMENT SERVICES (pg. 39)

Proposed Action:

Move adoption of RESOLUTION APPROVING MASTER SERVICES AGREEMENT FOR ON-CALL ENGINEERING SERVICES – JDH Corrosion Consultants, Inc.

- D. CONSIDERATION OF RESOLUTION AMENDING SECTION 16 OF RESOLUTION NO. SBSA 77-6 RELATING TO THE INCOME PROTECTION PLAN AND RESCIND RESOLUTION NO. SBSA 80-22 (pg. 42)

Proposed Action:

Move adoption of RESOLUTION NO. SVCW 23-26 AMENDING SECTION 16 OF RESOLUTION NO. SVCW 77-6 AND RESCINDING RESOLUTION NO. SBSA 80-22

- E. CONSIDERATION OF RESOLUTION APPROVING REVISION TO COMMISSION POLICY NO. 1980-01, PREPARATION OF COMMISSION AGENDA AND PROCEDURES FOR IMPLEMENTING BROWN ACT (pg. 45)

Proposed Action:

Move adoption of RESOLUTION APPROVING REVISION E TO COMMISSION POLICY NO. SVCW 1980-01

F. CONSIDERATION OF RESOLUTION APPROVING SVCW STANDARD CONTRACT DOCUMENTS, VERSION JULY 2023 (pg. 59)

Proposed Action:

Move adoption of RESOLUTION APPROVING SVCW'S STANDARD LONG-FORM CONTRACT DOCUMENTS - VERSION JULY 2023

Microsoft Teams Access Information
Silicon Valley Clean Water
Special Meeting
Monday, July 17, 2023

WEBSITE: [Link to access meeting](#)

MEETING ID: 270 547 566 14

CALL IN PHONE NUMBER: +1 747-216-0281 **ID:** 925 412 740#

You may log in via URL located on SVCW's website at <https://svcw.org/about/governance/commission-meetings>. You may view video during the meeting via live stream. An audio will be available after the meeting at SVCW's website. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact Teams meeting support at 707-862-0859. Note: Public participation is not permitted during closed session discussion items.

Public Comment

Public comment may be made by joining the meeting using the link or phone number above. Members of the public may provide public comments via the Teams platform by using the "raise hand" feature or, if calling in by phone, by unmuting and beginning to speak. In response to a "raised hand", SVCW will unmute the member of public and allow them to speak. In response to a phone request to speak, SVCW will ask what is the nature of the comment and will provide directions to follow to provide comment. Public comments will be limited to three minutes.

Public comment may also be made by emailing comments to commission@svcw.org up to two hours prior to the scheduled meeting time. Indicate in your email the agenda item to which your comment applies. If you have anything that you wish distributed to the Commission and included for the official record, please include it in your email.

Accessibility for Individuals with Disabilities

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

Subject to Change:

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

AGENDA ITEM 5A

International Traveler's Checklist

Get Informed:

- **Safety and Security Information:** Read the Travel Advisory and Alerts for the countries you will be visiting at travel.state.gov/destination. Review entry/exit requirements, visas, local laws, customs, medical care, road safety, etc. Write down contact details for the nearest U.S. embassy or consulate to carry with you in case of emergency while traveling.
- **Crisis Planning:** Read *Crisis Abroad: Be Ready* and make an evacuation plan that does not rely on the U.S. government. Consider buying emergency evacuation insurance. If a crisis occurs while you are abroad, check in with loved ones and update your social media status so family and friends know you are okay.
- **Health Precautions:** Read Your Health Abroad and check out recommendations for vaccinations and other health considerations from the U.S. Centers for Disease Control (CDC) and World Health Organization (WHO).
- **Money Matters:** Before going abroad, notify your bank and credit card companies of your travel, and check exchange rates. For information about using cash, debit/credit cards, and ATMs overseas, read information about your destination.

Get Required Documents

Safeguard Your Documents! Make two copies of all your travel documents in case of emergency. Leave one copy with a trusted friend or relative at home and carry the other separately from your original documents. To help prevent theft, do not carry your passport in your back pocket, and keep it separate from your money.

- **Passport:** Apply several months in advance for a new passport. If you already have one, it should be valid for at least six months after you return home and have two or more blank pages, depending on your destination. Otherwise, some countries may not let you enter.
 - **Children's passports:** Passports issued for children under age 16 are valid for only five years, not 10 years like adult passports. Check passport expiration dates carefully and renew early.
 - **Europe Travel via Canada and UK:** Europe's 26 Schengen countries strictly enforce the six-month validity rule. If you are transiting through Canada or the UK (which do not have that requirement) your passport must be valid at least six months, or airlines may not let you board your onward flight to Europe.
- **Visas:** You may need to get a visa before you travel to a foreign destination. Contact the embassy of the countries you will be visiting for more information.

- **Medications:** Some prescription drugs, including narcotics and some U.S. over-the-counter medications, are illegal in other countries. Check with the embassy of your destination(s) about regulations and documentation before you travel.
- **Consent for Travel with Minors:** If you are traveling alone with children, foreign border officials may require custody documents or notarized written consent from the other parent. Check with the embassy of your foreign destination before traveling to see what you may need.
- **International Driving Permit:** Many countries do not recognize a U.S. driver's license, but most accept an International Driving Permit (IDP). You may also need supplemental auto insurance. Read more about driving and road safety abroad before you go.

Get Enrolled

- **Smart Traveler Enrollment Program (STEP):** Enroll for free at STEP.state.gov to receive travel and security updates about your destination, and to help us reach you in an emergency. Groups or organizations can create an account and upload a spreadsheet with contact details for multiple travelers.
- Follow **TravelGov** on Facebook and Twitter:

Get Insured

- **Health Insurance:** Many foreign medical facilities and providers require cash payment up front and do not accept U.S. insurance plans. Medicare does not provide coverage outside of the United States. Check your U.S. health care policy to see if it will cover you overseas. If not, consider buying supplemental insurance. Make sure the insurance you purchase covers any special medical needs or risks you anticipate on your trip.
- **Emergency Evacuation:** Evacuation for medical treatment or to leave a crisis area in another country can cost more than \$100,000. You should strongly consider purchasing evacuation insurance in case of emergency overseas.
- **Unexpected Expenses:** Trip interruption or cancellation, flight delays, lost or stolen luggage, and other unexpected travel costs can add up. Check with your credit card and homeowners' insurance companies to see if they provide coverage. If not, consider additional insurance.

AGENDA ITEM 5B

Recurring and Upcoming 2023 Commission Actions
Updated for July 2023 Meeting

January <ul style="list-style-type: none"> Review Investment Policy Long Range Financial Plan 	February <ul style="list-style-type: none"> Meeting Cancelled 	March <ul style="list-style-type: none"> Operating Budget Workshop 	April <ul style="list-style-type: none"> Operating Budget Approval Consider MOU w/Local 39
May <ul style="list-style-type: none"> Initiate Manager Performance Evaluation 	June <ul style="list-style-type: none"> Approve Resolution 77-6 "Personnel Resolution" Perform Manager Evaluation Review Reserve Funds Policy Receive Q1 Investment Summary 	July <ul style="list-style-type: none"> Elect Chair, Vice Chair; Appoint Secretary 	August <ul style="list-style-type: none"> Meeting Cancelled
September <ul style="list-style-type: none"> Review Debt Management Policy Investment Program Status Annual Update 	October <ul style="list-style-type: none"> Conflict of Interest Update (Biennial; even numbered years) Review Debt Management Policy 	November <ul style="list-style-type: none"> Audited Financial Report CIP Update (biennial) 	December <ul style="list-style-type: none"> Commission Meeting Schedule for following year

-  - Recurring Commission Actions
-  - Upcoming Commission Actions

AGENDA ITEM 5C1

Silicon Valley Clean Water Authority
Cash & Investments Summary Report
May 31, 2023

Description	Market Value	% of Total Holdings	Yield to Market
<u>Reserve Accounts</u>			
Operating Reserve* - Securities	\$ 3,140,198	2.41%	1.47%
Operating Reserve - Money Market Fund Balance	739,344	0.57%	4.93%
CIP Reserve* - Securities	20,406,675	15.63%	2.23%
CIP Reserve - Money Market Fund Balance	1,055,305	0.81%	4.93%
Stage 2 Capacity Reserve* - Securities	13,702,549	10.50%	1.87%
Stage 2 Capacity Reserve - Money Market Fund Balance	466,119	0.36%	4.93%
Total Market Value: Operating and Reserve Accounts	\$ 39,510,190	30.3%	2.20%
Total Accrued Interest: Operating and Reserve Accounts	139,366		
GRAND TOTAL, RESERVE ACCOUNTS	\$ 39,649,556		
<u>Trustee Accounts:</u>			
2018 Bond Project Fund Account - CAMP	\$ 6,534,794	5.01%	5.16%
2018 Bond Revenue Account	2,267	0.00%	4.74%
2019A Notes WIFIA - Money Market Fund	1,622,925	1.24%	4.74%
2019A Notes Capitalized Interest Account - Money Market Fund	12,320	0.01%	4.74%
2019A Notes Capitalized Interest Account* - Securities	6,185,989	4.74%	2.47%
2021 Refunding Bonds Revenue Account	1,265	0.00%	4.74%
2021A Notes (RESCU) - Money Market Fund	156	0.00%	4.74%
2021A Notes (RESCU) - LAIF**	12,597,548	9.65%	2.99%
2021B Notes (WWTP) - Money Market Fund	11,275,423	8.64%	4.74%
2021B Notes (WWTP) - CAMP	12,694,537	9.72%	5.16%
2021B Notes (WWTP)* - Securities	14,484,644	11.10%	2.54%
2021B Notes (WWTP) - LAIF**	22,864,656	17.52%	2.99%
2021 Notes Capitalized Interest Account - Money Market Fund	1,320,544	1.01%	4.74%
Total Market Value, Trustee Accounts	\$ 89,597,068	68.64%	3.63%
Accrued Interest:	253,930		
Operating Cash (includes outstanding checks)	1,215,007	0.93%	0.00%
Local Agency Investment Funds (LAIF) Balance	215,045	0.16%	2.99%
Total Cash & Investments	\$ 130,930,605	100.00%	3.16%



Matthew P Anderson

Chief Financial Officer / Assistant Manager

* Monthly report of security transactions and interest available upon request

**Market value of LAIF based on the most available Fair Value factor

6/12/2023

Date

Silicon Valley Clean Water
Operating and Reserve Funds - Sector Allocation & Compliance May 31, 2023

Security Type	Operating Reserve	CIP Reserve	Capacity Reserve	Total Market Value	% of Total Portfolio	% Allowed by Policy	In Compliance	% Change vs. Prior Month
U.S. Treasury	\$ 1,873,155	\$ 10,236,541	\$ 6,176,309	\$ 18,286,004	46%	100%	✓	(0.4%)
Supranationals	171,540	-	-	171,540	-	15%	✓	0.0%
Federal Agency/GSE	492,132	1,097,716	768,393	2,358,242	6%	100%	✓	(0.4%)
Federal Agency/CMBS	-	1,110,954	793,178	1,904,133	5%	100%	✓	(0.1%)
Federal Agency CMO	-	562,877	447,910	1,010,786	3%	100%	✓	(0.1%)
Federal Agency MBS	-	2,034,307	1,478,372	3,512,679	9%	100%	✓	(0.2%)
Municipal	-	847,664	686,417	1,534,081	4%	30%	✓	(0.0%)
Corporate Notes	466,268	4,087,712	3,027,263	7,581,243	19%	30%	✓	(0.2%)
Asset-Backed Securities	137,103	428,904	324,708	890,715	2%	10%	✓	(0.2%)
Securities Sub-Total	3,140,198	20,406,675	13,702,549	37,249,422	94%			
Accrued Interest	9,825	75,864	53,677	139,366				
Securities Total	3,150,022	20,482,540	13,756,226	37,388,788				
Money Market Fund	739,344	1,055,305	466,119	2,260,767	6%	20%	✓	1.9%
Total Investments	\$ 3,889,366	\$ 21,537,845	\$ 14,222,345	\$ 39,649,556	100%			
<i>As % of 6/30/22 Target:</i>	<i>96.7%</i>	<i>94.9%</i>	<i>100.0%</i>	<i>96.8%</i>				

This report contains financial information which has not been reviewed or audited by an independent auditor, does not reflect the application of generally accepted accounting principles in all instances and is subject to future revision. This report has not been prepared with a view to informing an investment decision in any of the Authority's bonds, notes or other obligations. Any projections, plans or other forward-looking statements included in this report are subject to a variety of uncertainties that could cause any actual plans or results to differ materially from any such statement. The information herein is not intended to be used by investors or potential investors in considering the purchase or sale of the Authority's bonds, notes or other obligations and investors and potential investors should rely only on information filed by the Authority on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access System for municipal securities disclosures and website, maintained at <https://emma.msrb.org>

- 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 bond, 2019A note, 2021 bond, 2021A and 2021B notes 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. In accordance with Generally Accepted Accounting Principles (GAAP), month-end holdings and information are reported on a trade date basis.*
- 5. The yields shown for securities portions of the operating and reserve accounts and the 2019A and 2021A&B notes proceeds accounts are the yields to maturity at cost.*
- 6. The yield for LAIF is the average monthly effective yield. Source: https://www.treasurer.ca.gov/pmia-laif/historical/avg_mn_ylds.asp*
- 7. The yields shown for the PFM-managed money market funds are the Yield to Maturity at Cost, and the Yield to Maturity at Market sourced from the respective fund providers' statements. Yields for BNY-managed funds are Market Yields sourced from the respective fund providers' statements.*
- 8. Yield shown for CAMP is the monthly distribution yield.*
- 9. Amounts will slight differ due to timing of custodian account reports.*

AGENDA ITEM 5D

**ENGINEERING REPORT: JUNE 2023
CAPITAL IMPROVEMENT PROGRAM**

UPCOMING COMMISSION ACTIONS:

Master Services Agreement with JDH: Approve Master Services Agreement with JDH for Expert Consultancy in Corrosion Engineering

Through the establishment of a Master Services Agreement, SVCW will have the opportunity to engage JDH on an on-call task order basis for projects requiring specialized corrosion engineering services.

Planned Commission Actions: Approve Master Services Agreement with JDH – July 2023

Update SVCW Contract Documents: Approve Revised Contract Documents

Updates to the Long-Form Standard Contract Documents have been prepared and staff recommends the Commission approve the revised version effective July 2023.

Planned Commission Actions: Approval of the revised Standard Long-Form Contract Documents – July 2023

Digester #1 Rehabilitation (9215): Rehabilitation of Digester #1

This project includes repair of coatings and structural elements in Digester #1. Construction is underway and expected to be completed in Summer 2023.

Planned Commission Actions: Accept the Project and File Notice of Completion – September 2023

Chiller Replacement Project (342): Installation of Water-Cooled Chillers

This project includes replacement of existing air conditioning chillers. The chillers have been operational for more than a decade and need replacement. The chiller that fits the existing footprint is being phased out starting January 1, 2024. SVCW is pre-purchasing the chillers to secure their availability and will put together installation documents to have a contractor install them.

Planned Commission Actions: Award Installation Contract – September 2023

Diesel Aboveground Storage Tank Project (329): Install an aboveground Diesel Tank for Standby Generators

This project includes replacement of the existing underground single wall diesel tank with an aboveground double walled diesel tank as mandated by the State of California.

Planned Commission Actions: Accept the Project and File Notice of Completion – September 2023

Final Effluent Pumps Upgrade Project (CIP#9223): Progressive Design Build Agreement Award

SVCW staff is in the process of procuring a design-build team for design and construction of Final Effluent Pumps Upgrade project. The Final Effluent Pump project will replace all five pumps that pump the final treated effluent into the San Francisco Bay. These pumps were installed as part of the initial plant construction and have been operational since the Plant was commissioned in 1982.

Planned Commission Actions: Award Stage 1 Progressive Design-Build Agreement and Task Order – September 2023

ONGOING PROJECTS IN CONSTRUCTION:

RESCU Program (6008, 9501, 9502): Design and Construct Conveyance System Improvements

SVCW 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. SVCW staff and consultant project team are intricately involved in all stages of work.

GP project construction is complete. Construction continues on the PSI and FoP projects. Acceptance of the GP project will occur concurrently with acceptance testing of the FoP project. The FoP and PSI Projects are expected to be completed in late 2023 and mid 2024 respectively. Refer to Commission Item 5F for status updates.

SAF-MBR (9236): Pilot Testing New Treatment Systems in Conjunction with Stanford University

SAF-MBR is operational with particular equipment being tested. Additional equipment continues to be procured to further test different scenarios of treatment.

AGENDA ITEM 5E

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

**JULY 17, 2023
AGENDA ITEM 5E**

Updated: 07/05/2023

Commission Meeting Date		Action Item	Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
5/8 & 6/12 2023		No Action Items						
4/10/2023	1	Financial Funds	N/A		✓			Describe the various funds contained within SVCW's budget. Identify funds to be allocated to sustainability projects and programs.
3/13/2023		Sustainability Efforts	N/A		✓			Present to Commission efforts related to sustainability, decarbonization, sea level rise, etc. Investigate grants available for EV fleet conversion.
2/13/2023		Meeting Cancelled						
1/9/2023		Water Feature - Avian Habitat	N/A		✓			Reach out to Audubon and other potential community partners. Identify benefits inline with SVCW's Mission.
12/12/2022		No Action Items						
11/14/2022		No Action Items						
10/10/2022	1	Remote Meetings	11/14/2022			✓	11/2/2022	Add 30-day remote meeting per AB361 to November agenda
	2	Hybrid Meetings	N/A		✓			Show attendees while showing powerpoint presentations for hybrid meeting attendance. Continuing to investigate.
	3	RESCU Report	N/A			✓	11/7/2022	Change RESCU monthly report to clarify "Project Chagnes" are complete w/amendments finalized.
8/8 & 9/12		Meetings Cancelled						
7/11/2022	1	State Water Resources Control Board - SVCW's COO Appointment to Certification Advisory Board	N/A			✓	7/11/2022	Provide talking points for Commissioners' use re: Monte Hamamoto's appointment to the Certification Board
	2	SAF-MBR	N/A		✓			Have Stanford lead person provide Commissioners a presentation on SAF-MBR
	3	Potable Reuse	N/A			✓	7/11/2022	Provide talking points for Commissioners' use re: SVCW potable water reuse activities

Silicon Valley Clean Water
Commissioners' Requested Action Items

JULY 17, 2023
AGENDA ITEM 5E

Updated: 07/05/2023

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
> One Year		8E - JPA Amendment; re-initiate "clean up" to JPA	N/A		✓			Manager to presented a pathway to address critical changes to the JPA at the April 2023 meeting. Commission concurred; Manager to follow up.
		Project Changes/Commission Notification	N/A	✓			Ongoing	Ensure Commission is kept apprised of possible/potential project cost and/or schedule increases.
		1406 Radio Road Building	N/A			✓		Research historic registry restraints on what can/can't be done with buildings. Historic marker applied Aug. 28, 2021. Consider complete unless future interest arises.
		Pump Stations Improvements - Capital vs Life Cycle Costs	N/A		✓			Reducing pump stations from 5 to 2 have been reported to save long-term costs; provide analysis results to Commissioners.

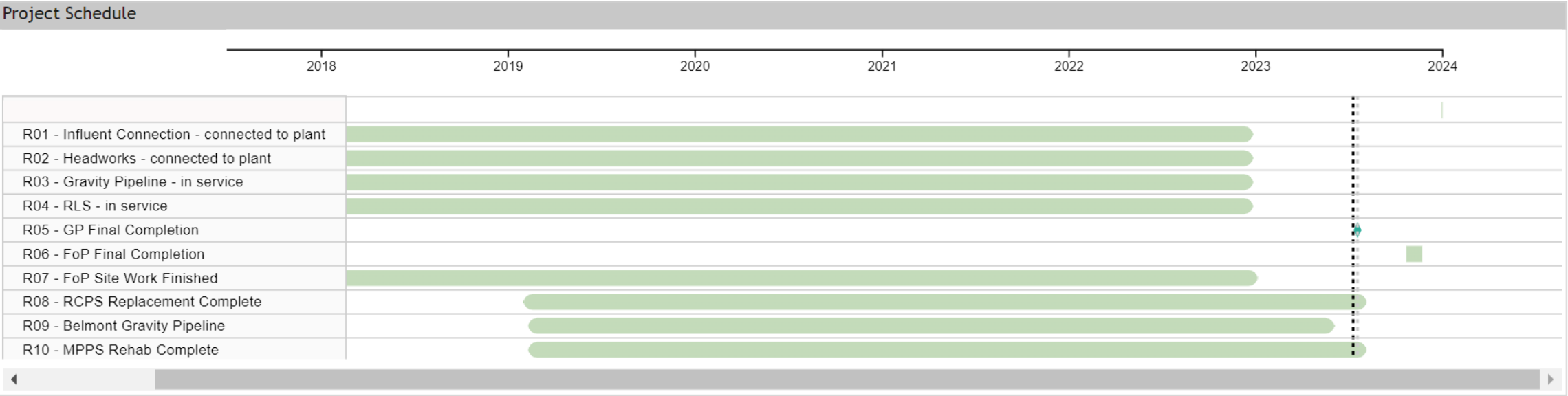
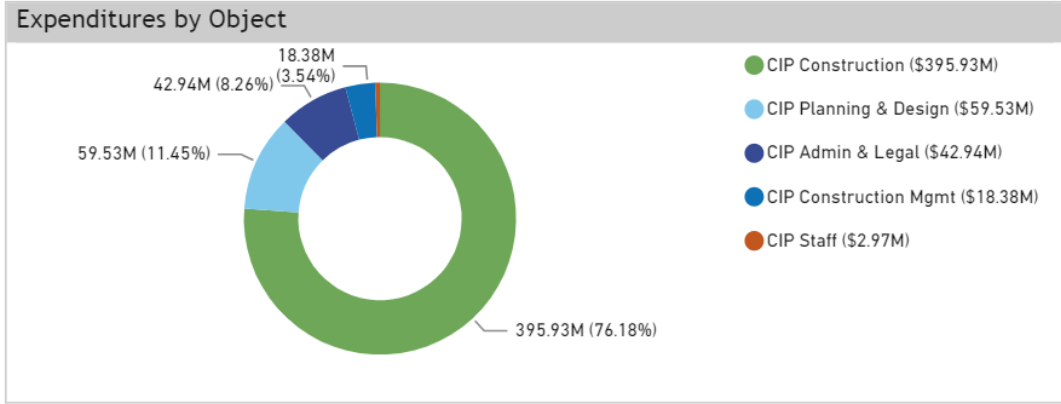
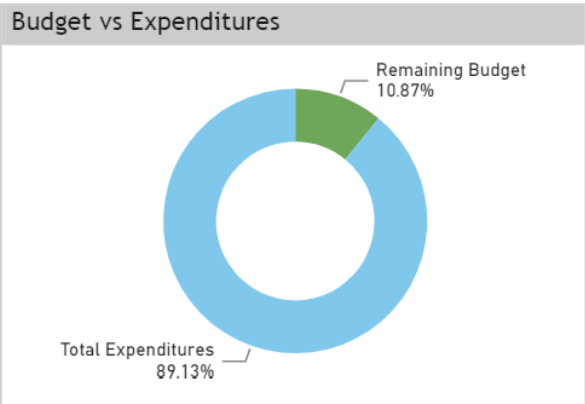
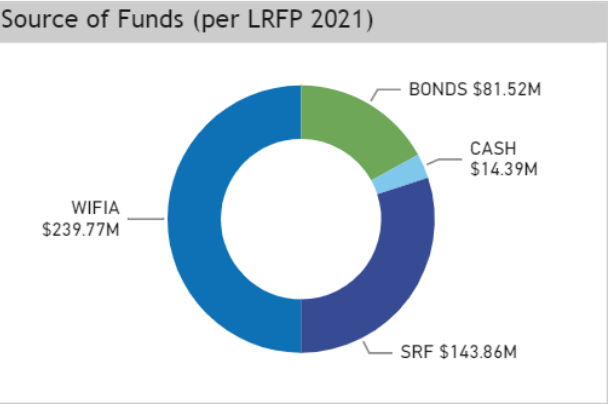
AGENDA ITEM 5F

Overview



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

Available Budget	Total Expenditure	Remaining Budget
\$582.56M	\$519.25M	\$63.31M



AGENDA ITEM 5F

Startup Progress						Major Accomplishments To Date					
Project	PreCommissioning	Functional Testing (Design verification)	Functional Testing (Dry verification)	Functional Testing (Wet verification)	Acceptance Testing						
FoP	100%	100%	50%	0%	0%	Front of Plant <ul style="list-style-type: none"> - FoP Control Strategies completed. - FoP Design Intent presentation completed. - Acceptance Testing plan completed. - All vendor trainings completed. 					
GP	100%	0%	0%	0%	0%	Gravity Pipeline <ul style="list-style-type: none"> - GP Design Intent presentation completed. - Acceptance Testing plan completed. 					
MPPS A side	70%	0%	0%	0%	0%	Pump Stations Improvements <ul style="list-style-type: none"> - MPPS B Side Acceptance Testing completed. - MPPS Design Intent presentation completed. - MPPS Acceptance Testing plan completed. - Control Strategies workshop completed. - MPPS Equipment tags finalized. 					
MPPS B side	100%	100%	100%	100%	100%						
BGP	0%	0%	0%	0%	0%	Program <ul style="list-style-type: none"> - RESCU Commissioning Risk Register workshop completed. - Bi-weekly Risk Register meeting ongoing. 					
RCPS	0%	0%	0%	0%	0%						

3 - Month Look Ahead						
	Start	End	July	August	September	
Headworks Functional Testing	July 13, 2023	August 2, 2023	X	X		
SFS/RLS Functional Testing	July 20, 2023	August 9, 2023	X	X		
MPPS A side Functional Testing	September 8, 2023	September 14, 2023			X	
San Carlos Connecting Piping startup	September 26, 2023	November 10, 2023			X	



Front of Plant Progressive DB Project (CIP 9502)



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

Available Budget

\$168.71M

Total Expenditure

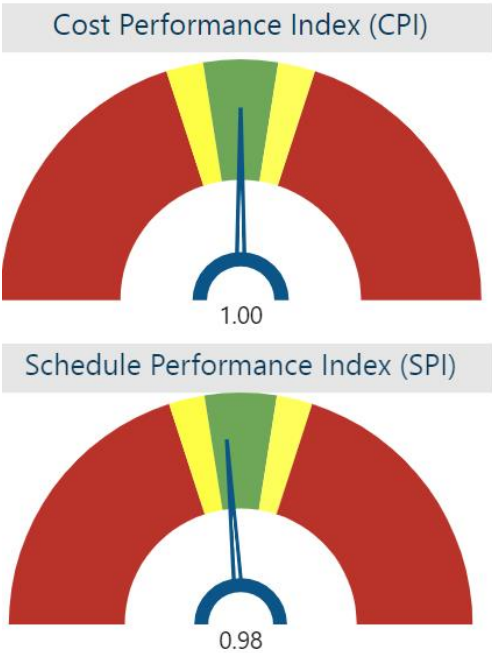
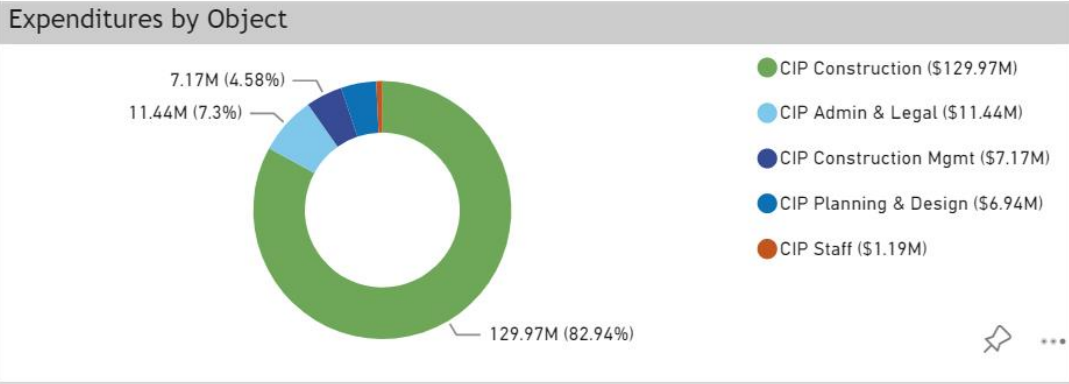
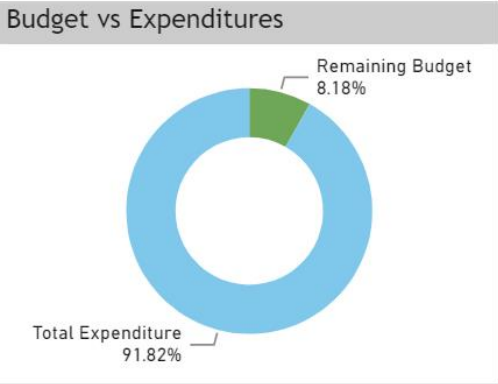
\$154.91M

Remaining Budget

\$13.80M

Milestone Schedule		
	Start	Finish
Interconnection Pipe Completed	7/24/2020	8/1/2023
Headworks Facility Completed	12/6/2018	11/30/2022
SFS/RLS Completed	12/6/2018	2/22/2023
Bair Island Connecting Piping Startup	10/3/2022	11/16/2023
San Carlos Connecting Piping Startup	8/5/2022	11/10/2023
Substantial Completion*		1/5/2024

* Schedule extension is currently in discussion



Front of Plant Progressive DB Project (CIP 9502)



Major Accomplishments this Period

Construction	<ul style="list-style-type: none"> - SPJV continues to dewater and inject to close, then plug existing 54" FM by installing a concrete bulkhead. - SPJV began excavation for the 63" IPL (Sta 7+35 to 9+05). - Vendor training is complete. - Startup is continuing for the odor control system, RLS pumps and sump pumps, and headworks. - At San Carlos, inside the pump station, PEC completed installation of the sampling piping and sump pump piping. Outside the pump station, PEC completed installation of the manhole. PEC hydrotested and began backfill of the pipe-zone.
Design	- SPJV continues design of various site improvements.
Procurement of Trade Packages	- Front of Plant Trade Procurement is complete.

3 - Month Look Ahead

	Start	End	July	August	September
ILS CFRP Repair Work	May 31, 2022	August 7, 2023	X	X	
SCPS Connecting Piping	August 5, 2022	January 18, 2024	X	X	X
Bair Island Connecting Piping	October 3, 2022	November 16, 2023	X	X	X
63" HDPE IPL Line Installation (Sta 7+65 to 9+05)	May 31, 2023	July 25, 2023	X		
Hydro Test 63" IPL Line (Sta 0+55 to 9+05)	July 26, 2023	August 1, 2023	X	X	
Start-Up and Commissioning	July 13, 2023	September 18, 2023	X	X	X
Final Site Improvements	December 14, 2022	January 23, 2024	X	X	X

Potential Issues

Utilidor extension for piping
 Plant water pipeline size upgrade and related fixtures
 Intrinsically Safe Relay Panel
 Additional cost due to changes to the temporary ILS bypass and procurement delays

Approved Project Changes

San Carlos and Bair Island Connecting Piping
 Project Management past December 2021
 Power Loss and Recovery and Other Electrical Improvements
 New County/Local Sales Tax
 Miscellaneous Site Improvements
 ILS Pipe Repair
 Extended Overhead Costs Associated with CFRP Delays
 Electrical System
 Credit for the deletion of the chemical storage system
 Credit for deletion of 48" bypass from 54" force main
 Change order for odor control system
 Bair Island and San Carlos Pump Station Pipe Connection Work - mechanical
 3 Water and Utilidor Improvements

Safety Spot Light

Lost Time	0
Near Misses	5
Recorded Losses	2

Gravity Pipeline Progressive DB Project (CIP 6008)



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

Available Budget

\$264.36M

Total Expenditure

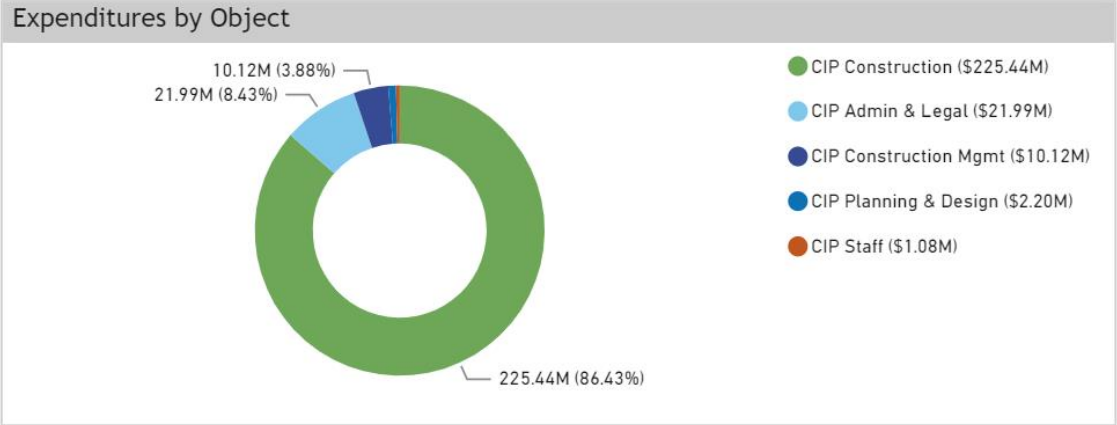
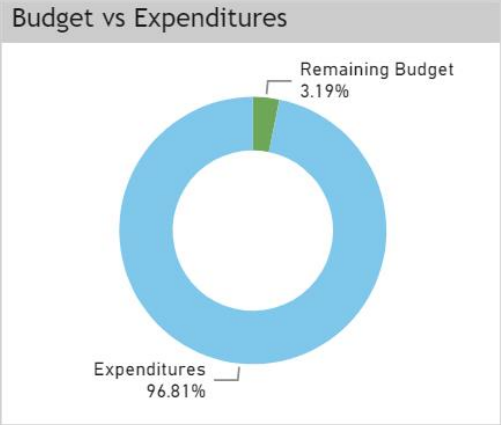
\$255.93M

Remaining Budget

\$8.42M

Milestone Schedule		
	Start	Finish
Conditional Substantial Completion		7/1/2022
Final Completion*		7/20/2023

* Schedule extension is currently in discussion



Cost Performance Index (CPI)

Schedule Performance Index (SPI)



Potential Issues

Construction	<ul style="list-style-type: none"> - BBJV completed backfill of the Airport Access Shaft. - BBJV completed site restoration at the AAS.
Design	<ul style="list-style-type: none"> - Gravity Pipeline design is complete.
Muck Disposal	<ul style="list-style-type: none"> - 79% of Muck Disposal Amendment spent - 21% of Muck Disposal Amendment remaining. Credit was issued for remaining funds.
Procurement of Trade Packages	<ul style="list-style-type: none"> - Gravity Pipeline Trade Procurement is complete.

Approved Project Changes

Soil Conditioner Leak at CPT Hole STA 171 + 80	
SFS Slurry Wall Hardness DSC	
SCPS Basement Connection	
San Carlos Shaft Ammonia Mitigation	
San Carlos Adit Ammonia Mitigation	
Redwood City Sales Tax Increase 2021	
New County/Local Sales Tax and US Tariffs	
Exceedence of Muck Offhaul Allowance	
Bair Island Weir Optimization	
Bair Island Force Main Exposure and Additional Monitoring	
Additional Survey at Governors Bay	
Acceptance Testing Time Extension	
Safety Spot Light	
Lost Time	1
Near Misses	4
Recorded Losses	5

Pump Stations (CIP 9501)

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

Available Budget

\$133.59M

Total Expenditure

\$95.88M

Remaining Budget

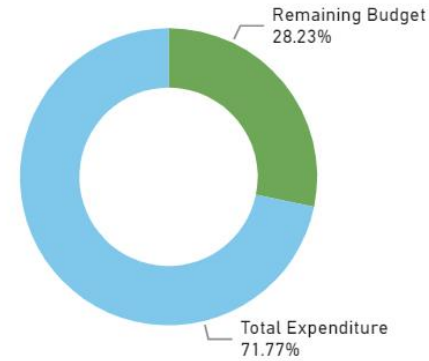
\$37.71M

Milestone Schedule

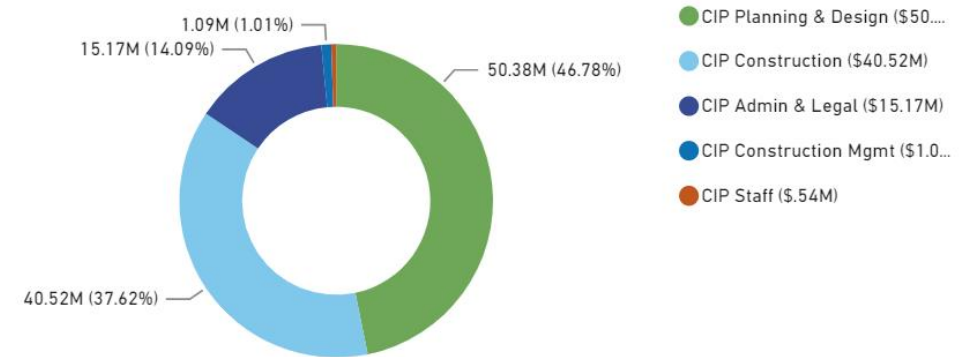
	Start	Finish
MPPS - B-side Pumps Completed	3/15/2022	10/13/2022
MPPS - A-side Pumps Completed	10/4/2022	10/14/2023
BGP - Gravity Pipe Installed	10/26/2023	1/10/2024
BGP - Shaft/Tunneling Work on Shoreway Road	4/12/2021	4/18/2023
RCPS - PG&E Service Work	5/4/2021	2/21/2024
RCPS - Wet Well & Screening Building Completed	4/17/2022	3/14/2024
RCPS - Electrical Building Completed	2/8/2021	9/15/2023
Substantial Completion - MPPS*		8/7/2023
Substantial Completion - RCPS*		8/7/2023
Substantial Completion - BGP*		6/5/2023

* Schedule extension is currently in discussion

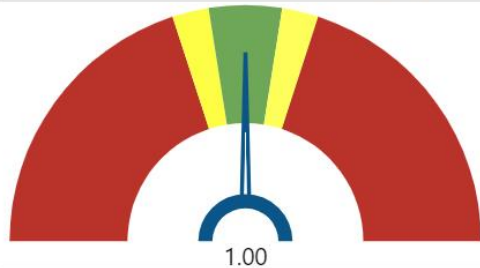
Budget vs Expenditures



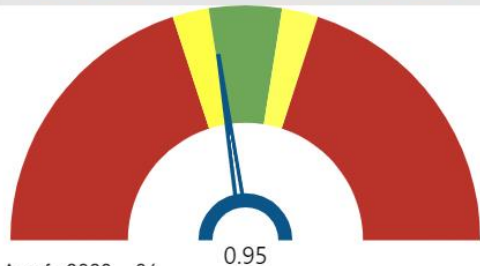
Expenditures by Object



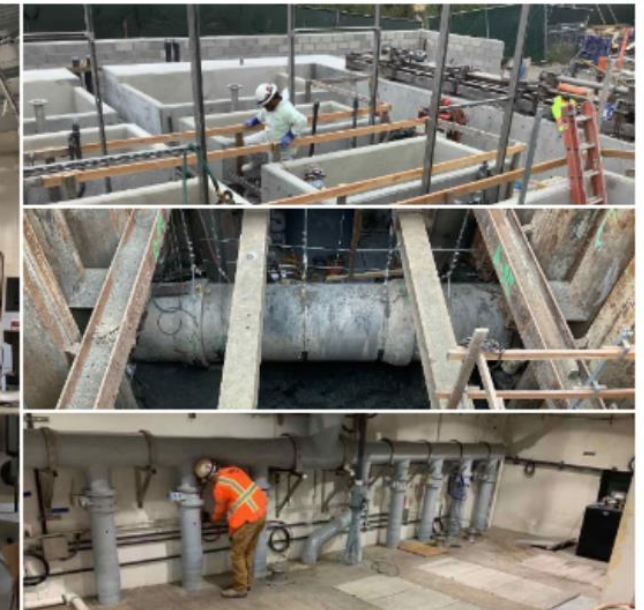
Cost Performance Index (CPI)



Schedule Performance Index (SPI)



As of : 2023 - 06



Major Accomplishments this Period

Construction	<div><div></div><div>- BGP: PEC has completed final slurry and striping of RS-2, RS-3, and JS-3. No major BGP work will occur until SPJV begins pipe installation in the San Carlos Pump Station.</div><div>- RCPS: Junction Box excavation is ongoing, and the existing 48" Pipe is supported. Concrete retaining wall has been poured and cured, CMU retaining wall has been grouted in-place. Dry Weather VFDs received and anchored to equipment pad.</div><div>- MPPS: MMC continues cutover of equipment to new PLC. Pump #1 released for SPJV to continue cutover work. PRV and associated piping installed, trench backfilled, and SVCW regular access to MPPS restored.</div></div>
Design	<div><div>- RCPS: SPJV finalized drawing updates for the 60-inch future Redwood City connection and issued Design Clarification 069, depicting a sleeve with welded steel in place, and guides for future stop logs.</div><div>- BGP: SPJV is in the process of finalizing drawings for Belmont Pump Station Demolition.</div></div>

3 - Month Look Ahead

	Start	End	July	August	September
MPPS - Pump & Motor Rooms	March 15, 2022	August 23, 2023	X	X	
MPPS - Electrical Room Improvements	July 6, 2021	October 5, 2023	X	X	X
RCPS - Mechanical - Wet Well	November 28, 2022	March 14, 2024	X		
RCPS - Mechanical - Screening Structure	October 31, 2022	November 27, 2023		X	
RCPS - Electrical / I&C	June 5, 2023	March 5, 2024	X	X	
RCPS - Junction Box	March 24, 2023	November 2, 2023	X	X	X
RCPS - Electrical Building & Restroom	February 8, 2021	September 15, 2023	X	X	X
RCPS - Site Utilities	July 7, 2023	May 13, 2024	X	X	
RCPS - Effluent Piping and Meter Vault	August 4, 2023	May 29, 2024		X	X
RCPS - Standby Generator	June 2, 2021	July 24, 2023	X		

Potential Issues

San Carlos Pump Station Electrical
RS2 Recology Changes (Single Lane Closure)
Revised piping and flowmeter for BGP, piping in SCPS, RCPS and MPPS Phase Loss Relay, Autostart for MPPS and RCPS portable generator, MPPS Bathroom, MPPS Chemical Feed Pumps, RCPS Pump Protection Panel 'Reset' Button.
Redwood City 60-inch Pipe Installation/Connection
Redwood City 48-Inch Pipe Rehabilitation and condition of existing inflent pipe
PSI Catch-Up Amendment
MPPS and RCPS PG&E Related-Changes
Izzys Fence
Contract time extension
Challenges from permitting and land acquisition conditions at RCPS
BGP Piping in San Carlos Pump Station
Additional costs due to paving thickness in City of San Carlos

Approved Project Changes

Traffic Control Changes Allowance Release
Stage 2 Baseline Schedule Revision
Segment 1 Force Main Junction Box Repairs
SCPS Electrical
Differing Site Conditions and MPPS Generator Warranty Release
Credit for installation of Segment 2 FM ARV/VRV, Monitoring Off Position, RCPS Standby Generator Cost Increase, RCPS CARVs, Credit for 12" Water Relocation and Calwater Costs
BGP Design Development
Bair Island and San Carlos Pump Station Pipe Connection Work - electrical/instrumentation
Allowance Release, JS-4 Unforeseen Fiber Optic Utility Impacts

Safety Spot Light

Lost Time	0
Near Misses	0
Recorded Losses	0

AGENDA ITEM 7A

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – JUNE 12, 2023
8:00 a.m.**

Place: Pelican Conference Room
Silicon Valley Clean Water
1400 Radio Road, 2nd Floor
Redwood City, California

Members of the public and SVCW staff and consultants were also able to observe and participate remotely per instructions provided in the agenda.

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, West Bay Sanitary District – Vice-Chair
Council Member Ron Collins, San Carlos – Secretary
Vice Mayor Davina Hurt, 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
Monte Hamamoto, SVCW Chief Operating Officer
Kim Hackett, SVCW Authority Engineer
Jennifer Flick, SVCW Human Resources Director
Arvind Akela, SVCW Engineering & Environmental Services Director
Jessica Mangual, SVCW Secretary Pro Tem
Cindy Hui, SVCW Finance Supervisor
Kiki Newberry, SVCW Financial Analyst
Jane Kao, SVCW Senior Engineer
Mark Minkowski – Kennedy Jenks
Sheryl Chia – Kennedy Jenks
Bill Tanner – Tanner Pacific
Norite Vong – City of Redwood City
Teresa Yee - City of Redwood City
E.J Shalaby – DNS Strategies
Sergio Ramirez, West Bay Sanitary District
Olawale Kajopaiye – PFM
Debra Fisher – West Bay Sanitary District
Aren Hansen – Brown and Caldwell

ITEM 3

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those in attendance

ITEM 4

Closed Session was called to order at 8:09 a.m.

ITEM 5

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

Open Session reconvened at 9:23 a.m.

Ms. Fitzgerald reported that, as to closed session items 4A and 4B, no reportable action was taken and direction was given.

ITEM 6

PUBLIC COMMENT

There was no Public Comment

ITEM 7

SAFETY MOMENT AND REPORTS

Instructions for enabling live captioning and providing public comment during the remote meeting site were provided.

Item 7A Safety Moment concerned tips on preventing the summer cold.

Item 7B Manager's Report included an announcement of several awards won for projects, including awards from Public Works Association, Construction Manager Association of America, and Water Environment Federation.

For other written reports contained within the agenda packet, there were no questions or comments.

ITEM 8

MATTERS OF COMMISSION MEMBER'S INTEREST

ITEM 9

CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 9A THROUGH 9D

A. APPROVAL OF MINUTES – May 8, 2023 - Regular Meeting

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED MAY 2, 2023 – MAY 29, 2023, AND NECESSARY PAYMENTS THROUGH MAY 29, 2023

C. CONSIDERATION OF RESOLUTION AND MOTION APPROVING TERMINATION OF EMERGENCY CONDITION AND PROJECT ACCEPTANCE FOR PERMANENT REPAIRS TO THE SVCW 54-INCH INFLUENT FORCE MAIN

Proposed Actions:

i. Move adoption of RESOLUTION TERMINATING THE SUSPENSION OF COMPETITIVE BIDDING REQUIREMENTS CONFERRED BY RESOLUTION NO. 23-08 AND THE CORRESPONDING MANAGER AUTHORITY AND APPROVAL OF FINAL EXPEDITURES UP TO \$545,000 (54-INCH FORCE MAIN LEAK REPAIR - Project #362)

ii. Move approval of MOTION TO ACCEPT 54-INCH FORCE MAIN LEAK REPAIR (Project #362) – POWER ENGINEERING CONTRACTORS

D. CONSIDERATION OF MOTION AND RESOLUTIONS APPROVING PILOT UNIT RENTAL FROM AQUA-AEROBICS SYSTEMS INC FOR CLOTH MEDIA FILTER AND APPROVE MASTER SERVICES AGREEMENT WITH CALISKANER WATER TECHNOLOGIES AND CEQA EXEMPTION DETERMINATION

Proposed Actions:

i. Move approval of CEQA DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT UNDER TITLE 14 SECTION 15301 OF THE CALIFORNIA CODE OF REGULATIONS BECAUSE IT IS A PROJECT AT EXISTING PUBLIC FACILITIES THAT INVOLVES MINOR ALTERATION AND/OR MECHANICAL EQUIPMENT WITH NEGLIGIBLE OR NO EXPANSION OF USE

ii. Move adoption of RESOLUTION APPROVING PURCHASE ORDER FOR THE ADVANCED PRIMARY TREATMENT PILOT STUDY UNIT RENTAL IN AN AMOUNT NOT TO EXCEED \$60,550 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL SUPPORT WORK ON AN AS-NEEDED BASIS – AQUA-AEROBICS SYSTEMS INC.

iii. Move adoption of RESOLUTION APPROVING MASTER SERVICES AGREEMENT FOR ON-CALL PROFESSIONAL CONSULTING SERVICES - CALISKANER WATER TECHONOLOGIES, INC

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 10A

CONSIDERATION OF RESOLUTION APPROVING REVISION TO SILICON VALLEY CLEAN WATER COMMISSION POLICY NO. 2013-03, RESERVE FUND POLICY AND PROCEDURES

Proposed Action:

Move approval of RESOLUTION APPROVING AND ADOPTING REVISION F TO COMMISSION POLICY NO. 2013-03, SILICON VALLEY CLEAN WATER RESERVE FUND POLICY AND PROCEDURES

Motion/Second: Mr. Collins / Mr. Otte

The Motion carried by Unanimous Vote

ITEM 10B

CONSIDERATION OF RESOLUTION APPROVING MASTER SERVICES AGREEMENT WITH SCHAAF AND WHEELER CONSULTING CIVIL ENGINEERS FOR ON-CALL CIVIL ENGINEERING SERVICES

Proposed Action:

Move adoption of RESOLUTION APPROVING MASTER SERVICES AGREEMENT FOR ON-CALL ENGINEERING SERVICES – SCHAAF AND WHEELER CONSULTING CIVIL ENGINEERS

Motion/Second: Mr. Otte / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 10C

CONSIDERATION OF RESOLUTIONS ESTABLISHING RATES OF PAY AND CLASSIFICATIONS FOR CONFIDENTIAL GENERAL, UNREPRESENTED GENERAL, PROFESSIONAL AND MANAGEMENT EMPLOYEES; ADDING PROCESS CONTROL SPECIALIST AND FACILITIES MAINTENANCE TECHNICIAN; AND APPROVING UPDATED CONSOLIDATED PAY SCHEDULE

Move adoption 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 22-23 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 22-24 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 22-25 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 22-39 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 22-40 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 2023-2024

Motion/Second: Ms. Hurt / Mr. Otte

The Motion carried by Unanimous Vote

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 10:00 a.m.

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel

Ron Collins, Secretary

AGENDA ITEM 7B

SVCW WARRANT REGISTER

SVCW Warrant Registers dated May 30 – June 26, 2023, were scanned and a copy was emailed to Commissioners and Legal Counsel on July 12, 2023.

AGENDA ITEM 7C

**MASTER SERVICES AGREEMENT FOR
ON-CALL CORROSION CONSULTING SERVICES**

ISSUE

Approve Master Services Agreement with JDH Corrosion Consultants, Inc. for On-Call Corrosion Consulting and Condition Assessment Services

BACKGROUND

Wastewater contains high levels of contaminants which pose health and environmental concerns. Treatment plants function to remove the harmful contaminants in wastewater for safe reuse or disposal of the water. While Silicon Valley Clean Water's treatment system works effectively and efficiently to ensure wastewater is treated sufficiently, there are contaminants in the wastewater that affect the concrete and steel that make up the treatment plant's systems. The most detrimental corrosive contaminant in wastewater is sulfate which converts to hydrogen sulfide and, in turn, sulfuric acid. These compounds will have negative impacts on steel and concrete.

SVCW's treatment plant was constructed in the late 1970s and put into operation in 1982; now boasting treatment plant structures and piping that have surpassed the 40-year mark. Most of the piping systems that link process tanks use welded steel pipe, either buried underground or encased in concrete, and are susceptible to corrosion and decay over time. Certain treatment systems, such as the primary sedimentation tanks and secondary clarifiers, comprise steel components that are prone to corrosion-related deterioration. The structures throughout the treatment plant, including process tanks, are concrete, also prone to deterioration due to corrosive environments.

To combat the aggressive corrosion prevalent at the WWTP, SVCW staff and consultants are conservative when selecting materials for new installations. Staff opts for 316 stainless steel components, polyvinyl chloride (PVC) or/and high-density polyethylene (HDPE) pipes all of which possess the ability to withstand high corrosive environments. For existing treatment plant assets, corrosion engineering strategies can be employed to extend their lifespan. Strategies can include installation of cathodic protection, sacrificial anodes, and protective coatings.

DISCUSSION

JDH Corrosion Consultants, Inc. (JDH) specialize in comprehensive engineering services focused on corrosion control at wastewater treatment plants. JDH has successfully provided their expertise to numerous wastewater treatment plants in northern California, including the Dublin San Ramon Services District, East Bay Municipal Utilities District, and Sacramento Regional Sanitation District.

In addition to working directly with staff from the treatment plants noted above, JDH collaborates with design consultants such as Kennedy Jenks and Brown and Caldwell, assisting to deliver design solutions for corrosion issues. JDH has performed corrosion engineering solutions to SVCW via their work with our design consultants. Most recently, JDH played a crucial role in SVCW's ongoing FFR Rehabilitation design project by providing Brown and Caldwell with condition assessment and rehabilitation alternatives development.

Staff seeks to establish a Master Services Agreement with JDH which will provide the opportunity to engage JDH directly on an on-call task order basis for projects requiring specialized corrosion engineering services. By directly contracting with JDH, SVCW will benefit from enhanced scheduling flexibility, improved coordination efficiency in corrosion control approaches across different capital projects, and cost savings. The scope of services offered by JDH will encompass various aspects, including field investigation, design of corrosion control engineering mechanisms, specialty testing, and site corrosivity assessment services.

CLIMATE EFFECTS

There are no direct climate effects anticipated as a result of this agenda item approval.

FINANCES

There is no associated cost to entering into a Master Services Agreement. Individual work tasks will be authorized on a task order basis with funding from respective CIP projects.

RECOMMENDATION

Move adoption of RESOLUTION APPROVING MASTER SERVICES AGREEMENT FOR ON-CALL ENGINEERING SERVICES – JDH Corrosion Consultants, Inc.

AGENDA ITEM 7D

REVISING INCOME PROTECTION PLAN OF SILICON VALLEY CLEAN WATERISSUE

Amend Section 16 of Resolution No. SBSA 77-6 Relating to the Income Protection Plan and Rescind Resolution No. SBSA 80-22

BACKGROUND

In 1980, the South Bayside System Authority established a program called "Income Protection Plan" or "IPP" the purpose of which is to provide continued compensation for a limited period of time for employees of SBSA (now SVCW) who are incapacitated by an illness not arising out of their employment. It took the place of sick leave and was developed after nearly a year of discussions amongst the Commission, management, the Authority's Attorney and Industrial Employers Association consultant, and employees. It has proven to be a valuable plan for SVCW employees and the agency.

In 1980, a Resolution was approved that defined how the benefits under the IPP would be established. The language includes how an IPP Unit of Benefit would accrue for existing employees (existing as of July 1, 1980), how an IPP Unit of Benefit would accrue for new employees (hired after July 1, 1980), and how sick leave would transfer over as IPP Units of Benefit for pre July 1, 1980 employees. Finally, the Resolution defined how units could be used.

DISCUSSION

During negotiations for the new Memorandum of Understanding with the Stationary Engineers Union ("Local 39") representing a portion of SVCW's employees, several changes were made to the IPP program. Namely, the following changes were made:

1. IPP Units of Benefit will accrue quarterly as opposed to monthly.
2. New employees will receive one IPP Unit of Benefit as opposed to waiting 15 months to accrue one IPP Unit.
 - a. Should a new employee need to use their one IPP Unit prior to accruing a second IPP Unit, that employee will receive compensation at said employee's regular rate of pay. Currently, if an employee uses their last IPP Unit, said employee receives compensation at 67% regular rate of pay.
 - b. After said new employee accrues a 2nd IPP Unit and subsequently uses their last IPP Unit, that employee will receive compensation at 67% regular rate of pay.

Resolution No. SBSA 80-22 also discusses the conversion of sick leave to IPP Units for pre-July 1, 1980 employees. This discussion item is no longer needed and is removed from the newly prepared resolution.

The changes noted above were sought during negotiations by SVCW management to discourage abuse of the IPP program. While the vast majority of employees use the program as intended, there have been instances of employees taking advantage of it to the detriment of work productivity. The SVCW Manager anticipates that the negotiated changes will alleviate this concern. Represented employees involved in the negotiations understand the issues and are in agreement with the final changes.

CLIMATE EFFECTS

There are no climate effects resulting from this item.

FINANCES

While it is challenging to put dollar figures on the changes to the IPP program, it is anticipated that there will be a slight increase in overall work productivity.

RECOMMENDATION

ADOPT RESOLUTION NO. SVCW 23-26 AMENDING SECTION 16 OF RESOLUTION NO. SVCW 77-6 AND RESCINDING RESOLUTION NO. SBSA 80-22

AGENDA ITEM 7E

**REVISING COMMISSION POLICY REGARDING SILICON VALLEY CLEAN WATER
COMMISSION MEETING AGENDA AND PROCEDURES**

ISSUE

Revise Commission Policy No. 1980-01, Preparation of Commission Agenda and Procedures for Implementing Brown Act

BACKGROUND

Since SVCW's inception, the Commission has established methods and procedures for running its monthly meetings to ensure consistency and Brown Act procedures are followed. Periodically the SVCW Manager and/or the Commission reviews the policy and updates it as necessary.

DISCUSSION

The policy was last reviewed and updated in 2018 (Revision D). The SVCW Manager reviewed the policy and recommends revisions to it. Revisions are minor but important to keep the policy and procedures current.

Attached are red-lined and clean copies of Revision E to Commission Policy No. 1980-01. Changes relate to correcting names and responsible persons titles to ensure accuracy and to make flexible the method by which the agenda is distributed by use of the word "delivered" in lieu of "mailed".

CLIMATE EFFECTS

There are no climate effects resulting from this item.

FINANCES

There are no financial impacts resulting from this item.

RECOMMENDATION

ADOPT REVISION E TO COMMISSION POLICY NO. SVCW 1980-01

Silicon Valley Clean Water

Commission Policy 1980-01

Approved by: _____

Revision: E

Revision Date:

Issue Date: 10/17/1980

~~0107/1117/2021~~ 2023

Approved by Commission at Meeting of December 6, 2018 by Resolution SVCW No. 18-83

SUBJECT: Preparation of Silicon Valley Clean Water Commission Agenda and Procedures for Implementing Brown Act

REFERENCE

Article II, Section 5(c) of the bylaws of the South Bayside System Authority as adopted by Resolution No. SBSA 75-2; Ralph M. Brown Act ("Brown Act"), Government Code sections 54950-54963.

PURPOSE

The purpose of this policy is to establish a systematic approach to the preparation of the agenda for the monthly meetings of the Commission of Silicon Valley Clean Water and to establish and adopt the procedures to implement certain requirements of the Brown Act.

RESPONSIBILITY

The preparation of the agenda is the responsibility of the SVCW Manager. It will be the responsibility of the Manager and the Department Managers to ensure that items for inclusion in the agenda are submitted by the time and in the manner established by this policy.

REQUIREMENTS

The Commission of Silicon Valley Clean Water holds its regular meetings as adopted by Resolution at a regular or special Commission meeting. Meetings will be held at the Authority's offices located at 1400 Radio Road, Redwood City, CA. The Commission may also hold special meetings as determined by the Chair of the Commission or by the Commission, at the dates, times and places designated thereby.

All meetings of the Commission are open to the public and public comment is solicited. Certain exceptions listed in the next section permit the Commission to meet in closed session.

The Ralph M. Brown Act, as amended, (Gov't. Code §§54950, et seq.) requires that an agenda be posted in a location that is freely accessible to members of the public at least 72 hours before each regular meeting and 24 hours before each special meeting.

Closed Sessions:

The Commission of SVCW is permitted to meet in closed session on, among other matters, the following: Personnel, Labor Negotiations, Real Property Negotiations and Pending Litigation.

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Silicon Valley Clean Water

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54956.9(d)(4) - Based on existing facts and circumstances the Commission has decided to or is deciding whether to initiate litigation.

PROCEDURE

The Commission of Silicon Valley Clean Water holds meetings as established by Resolution adopted by the Commission. All items proposed for consideration at the Commission meeting shall be submitted to ~~the Administrative Assistant assigned to support the Commission and the SVCW's~~ Manager and Business Operations Associate on or before twenty (20) calendar days preceding the upcoming meeting. A draft agenda will be prepared for the review and approval of the Commission Chair on or before ten days (10) preceding the upcoming meeting. SVCW General Counsel will review all agenda item descriptions and approve actions for legal compliance.

Upon approval of the SVCW Commission Chair, the agenda will be finalized and ~~mailed~~[delivered](#) no later than five calendar days preceding the Commission meeting. The agenda will be distributed per the ~~attached mailing~~[distribution of agenda](#) list which is a part of this policy. The ~~mailing~~[distribution](#) list may be amended from time to time upon the approval of the SVCW Manager.

The agenda must be posted on the front window of the SVCW Plant Control and Administration Building, visible from the outside, as well as on the SVCW website in accordance with Brown Act requirements, no later than ~~five calendar days~~[72 hours](#) preceding the Commission meeting.

Format

A sample agenda is attached for reference and is a part of this policy. The agenda items will generally be organized in the same order for regular meetings unless a closed session is scheduled at the beginning of the meeting. Such a closed session, citing the reason, would then become item #4 and all other items will follow in the same order and be numbered sequentially. The SVCW Manager may alter the order of the agenda to better meet the needs of the Commission, the Public or SVCW if deemed necessary and with the approval of the Commission Chair.

Each month the agenda shall be updated to show the date of the meeting for which it is being issued, the date of the meeting for which the minutes are included, and the current period covered by the Schedule of Demands Paid.

Silicon Valley Clean Water

The balance of the agenda will vary in length and detail depending on the business to be presented to the Commission.

Conduct of Meeting to Conform to Brown Act Requirements:

1. Consistent with the Brown Act, the Commission shall take no action on any matter not appearing on its posted agenda unless it makes one of the findings authorizing it to do so. Thus, unless an emergency exists or the need to take action arose after posting the agenda, the Commission will not discuss or vote upon any item raised by a member of the public or its own members unless the item appears on its posted agenda. An item raised during a meeting of the Commission that does not appear on its posted agenda may be placed on a future agenda for action.

2. Any person, including any member of the public or of the Commission, may request that an item be placed on the agenda for the Commission by writing to the Manager at Silicon Valley Clean Water, 1400 Radio Road, Redwood City, CA 94065. The letter must reach the Authority no later than ten (10) calendar days preceding the next regularly scheduled meeting.

3. All persons wishing to address the Commission during the Public Comment portion of its meeting shall limit their comments to three minutes.

4. The total time devoted to the Public Comment portion of the Commission meeting shall not exceed fifteen minutes. Any person wishing to speak at the meeting who is unable to do so as a result of this time limit shall be granted the first right to address the Commission at its next meeting.

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Full Agenda Packet to:

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SVCW Manager
SVCW Dept. Managers
SVCW General Counsel
SVCW Controller
Redwood City City Manager
Redwood City Dir. Pub. Works
San Carlos City Manager
Belmont City Manager
West Bay SD Manager

Brown and Caldwell, Aren Hansen
Collaborative Strategies, Bob Donaldson
Tanner Pacific, Bill Tanner and Joe Covello
Kennedy Jenks, Mark Minkowski
DNS Strategic Partners, E.J. Shalaby

Agenda Only:

SVCW Workgroup

Agenda or Minutes to any
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Sample Agenda, Administrative Policy 1980-01, Rev. ~~DE~~

**COMMISSION OF SILICON VALLEY CLEAN WATER
JOINT POWERS AUTHORITY
REGULAR MEETING – Day of Week, Month Day, Year
time a.m./p.m.**

Place: Pelican Conference Room
Silicon Valley Clean Water
1400 Radio Road, 2nd Floor
Redwood City, California

COMMISSIONERS

COUNCIL MEMBER ALICIA AGUIRRE, REDWOOD CITY – CHAIR

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

COUNCIL MEMBER RON COLLINS, SAN CARLOS – SECRETARY

~~MAYOR VICE MAYOR WARREN LIEBERMAN~~ DAVINA HURT, BELMONT – ~~SECRETARY MEMBER~~
~~, SAN CARLOS – MEMBER~~

MANAGER: TERESA A. HERRERA

AUTHORITY GENERAL COUNSEL: CHRISTINE C. FITZGERALD

CONTROLLER: ~~KIMBRA MCCARTHY~~ MICHELLE P. FLAHERTY

TREASURER: MATTHEW ANDERSON

AMERICANS WITH DISABILITIES ACT

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

AGENDA

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

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

Silicon Valley Clean Water

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5. SAFETY MOMENT and REPORTS

- A. Safety Moment
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6. MATTERS OF COMMISSION MEMBER'S INTEREST

7. CONSENT CALENDAR

8. ACTION ITEMS

A. CONSIDERATION OF RESOLUTION OR MOTION

Proposed Actions: Move approval of a Motion or Move adoption of a Resolution

9. CLOSED SESSION

10. RECONVENE IN OPEN SESSION

11. ADJOURN

Silicon Valley Clean Water

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 – Date of Meeting(s)

B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED ____ AND ____
NECESSARY PAYMENTS THROUGH ____

C. CONSIDERATION OF RESOLUTION

Proposed Action: Move adoption of

D. CONSIDERATION OF MOTION

Proposed Action: Move approval of

Commission Policy 1980-01

Approved by: _____

Revision: E

Revision Date: 07/17/2023

Issue Date: 10/17/1980

Approved by Commission at Meeting of December 6, 2018 by Resolution SVCW No. 18-83

SUBJECT: Preparation of Silicon Valley Clean Water Commission Agenda and Procedures for Implementing Brown Act

REFERENCE

Article II, Section 5(c) of the bylaws of the South Bayside System Authority as adopted by Resolution No. SBSA 75-2; Ralph M. Brown Act ("Brown Act"), Government Code sections 54950-54963.

PURPOSE

The purpose of this policy is to establish a systematic approach to the preparation of the agenda for the monthly meetings of the Commission of Silicon Valley Clean Water and to establish and adopt the procedures to implement certain requirements of the Brown Act.

RESPONSIBILITY

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Silicon Valley Clean Water

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Proposed Action: Move adoption of

D. CONSIDERATION OF MOTION

Proposed Action: Move approval of

AGENDA ITEM 7F

APPROVE UPDATED SVCW STANDARD CONTRACT DOCUMENTS**ISSUE**

Approve SVCW Standard Contract Documents, Version July 2023

BACKGROUND

Construction projects are carried out by completing a set of specifications and plans (collectively, “Contract Documents”) that spell out, via words and drawings, what is involved in the construction project and what work the construction contractor agrees to perform. There is an industry-standard for the method in which Contract Documents are organized. They are comprised of three main sections – Standard Contract Specifications, Technical Specifications and Drawings.

Section	Divisions/Sheets	Notes
Standard Contract Specifications	00 and 01	Stipulates Contractual Terms
Technical Specifications	02 through 48	Each Division is pertinent to an area of construction; e.g. Div 03 = Concrete while Div 26 = Electrical work
Drawings	As Needed	Depicts existing facilities and construction needs

Standard Contract Specifications contain contractual requirements with most of the language constant from project to project. Technical Specifications and Drawings are unique to each project and vary accordingly. Typically, a public agency owns and prepares the Standard Contract Specifications, while the Technical Specifications and Drawings are prepared by a project’s Engineer-of-Record.

It is industry standard for the contracting agency to “own” the Standard Contract Specifications and SVCW has owned its Standard Contract Specifications since the inception of the Capital Improvement Program in 2008. In August 2008 and approximately once per year since, the Commission has approved the Standard Contract Specifications allowing SVCW construction projects to be bid and subsequent action by the Commission approving the Contract Documents when the project construction contract is awarded.

They are updated annually or biennially by an SVCW consultant who keeps apprised of pertinent changes in law, regulations, and the insurance industry. Changes are reviewed by SVCW’s insurance provider and General Counsel, as necessary. The last update to SVCW’s standard contract specifications was made in December 2021.

SVCW uses two forms of contract specifications for construction: “Long-Form” and “Short-Form”. Long-form Standard Contract Specifications are used for projects that are publicly advertised for bidding and over \$100,000 in anticipated contract value. Short-Form Standard Contract Specifications are used for projects having an anticipated construction

value under \$100,000. For these smaller projects, staff solicits quotes from three or more contractors and projects are then awarded at the lowest quoted price. This process is allowed under California's Public Contracts Code and SVCW's Purchasing Guidelines, and preferred, as producing specifications and drawings to publicly bid projects can be cost prohibitive for projects of a small size.

The divisions listed above and the specification sections within them are set by the Construction Specifications Institute (CSI). CSI issues "MasterFormat" Editions that outline guidelines for specification naming and numbering. SVCW has been using the MasterFormat 1995 Edition for all its previous specification updates. In 2018, MasterFormat issued the 2018 Edition which transitioned from a five-digit specification number to a six-digit specification number. Subsequently, in 2020, the MasterFormat 2020 Edition was released, updating the numbering system once again.

DISCUSSION

Updates to the Long-Form Documents have been prepared as indicated in the following table.

Affected Section	Change
ALL	Updated Section Name and Number to match CSI MasterFormat 2020
00 11 13, 00 72 00, 00 73 00	Updated SRF/WIFIA requirements
00 45 21, 00 62 16.11, 00 73 00	Updated insurance policy requirements
01 14 14	Updated System Outage requirements
01 66 00, 01 78 23, 01 78 43, Appendix 5	Updated Asset Management and spare parts requirements

Staff recommends that the Commission approve the revised Standard Long-Form Documents effective July 2023. Staff will present updates to SVCW's Short-Form and Procurement Documents in accordance with the same criteria for approval at the Commission's September 2023 meeting.

CLIMATE EFFECTS

There are no anticipated climate effects from this action.

FINANCIAL IMPACTS

There are no direct financial impacts from this action.

RECOMMENDATION

Move adoption of RESOLUTION APPROVING SVCW'S STANDARD LONG-FORM CONTRACT DOCUMENTS - VERSION JULY 2023