

**Silicon Valley Clean Water**

**AGENDA ITEM 7A  
NOVEMBER 13, 2023**

**MINUTES OF SILICON VALLEY CLEAN WATER  
REGULAR MEETING – October 09, 2023  
8:00 a.m.**

Place: Pelican Conference Room  
Silicon Valley Clean Water  
1400 Radio Road, 2<sup>nd</sup> 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 8:01 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 – Member

**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  
Anir Bhagwat – SVCW Senior Engineer  
Jane Kao - SVCW Senior Engineer  
Cindy Hui – SVCW Finance Supervisor  
Kiki Newberry – SVCW Financial Analyst  
Mark Minkowski – Kennedy Jenks  
Aren Hansen – Brown & Caldwell  
Allison Kaune – PFM  
Monique Spyke - PFM

**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 and providing public comment during the remote meeting site were provided.

Item 5A Safety Moment concerned tips on how to stay organized.

**ITEM 6**

**MATTERS OF COMMISSION MEMBER'S INTEREST**

**ITEM 7**

**CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR ITEMS 7A THROUGH 7C**

- A. APPROVAL OF MINUTES – September 11, 2023 - Regular Meeting
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED AUGUST 8, 2023 – SEPTEMBER 5, 2023, AND NECESSARY PAYMENTS THROUGH SEPTEMBER 5, 2023
- C. CONSIDERATION OF MOTION APPROVING CONTRACT CHANGE ORDER TO THE PUMP STATIONS IMPROVEMENTS PROJECT (CIP #9501) FOR MENLO PARK PUMP STATION AND REDWOOD CITY PUMP STATION PG&E RELATED IMPACTS

Proposed Action:

Move approval of CONTRACT CHANGE ORDER TO THE PUMP STATIONS IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$851,287

**Motion/Second: Ms. Hurt / Mr. Collins**

The Motion carried by Unanimous Vote

**ITEM 8A**

**CONSIDERATION OF MOTION APPROVING BROWN AND CALDWELL TASK ORDER SCOPE AND BUDGET FOR PRELIMINARY DESIGN, DETAILED DESIGN, AND BID PERIOD SERVICES FOR THE SIDESTREAM TREATMENT PROJECT (CIP #9401)**

Proposed Action:

Move approval of TASK ORDER SCOPE OF WORK AND BUDGET FOR PRELIMINARY DESIGN, DETAILED DESIGN, AND BID PERIOD SERVICES RELATED TO THE SIDESTREAM TREATMENT PROJECT (CIP# 9401) IN THE AMOUNT NOT TO

EXCEED \$1,469,879 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL

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

The Motion carried by Unanimous Vote

**ITEM 8B**

CONSIDERATION OF MOTION APPROVING TANNER PACIFIC, INC. TASK ORDER SCOPE AND BUDGET FOR PROFESSIONAL CONSTRUCTION MANAGEMENT SERVICES FOR SVCW CIP AND CAPITAL PROJECTS

Proposed Action:

Move approval of TASK ORDER SCOPE AND BUDGET FOR CONSTRUCTION MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$9,022,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS - TANNER PACIFIC INC.

**Motion/Second: Ms. Hurt / Mr. Collins**

The Motion carried by Unanimous Vote

**ITEM 9**

Closed Session was called to order at 9:10 a.m.

**ITEM 10**

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:22 a.m.

Ms. Fitzgerald reported that, as to closed session item 9, no action was taken.

**ITEM 11**

ADJOURN

There being no further business, the meeting adjourned at 9:23 a.m.

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel

DocuSigned by:



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Ron Collins, Secretary