

Silicon Valley Clean Water

**AGENDA ITEM 7A
DECEMBER 11, 2023**

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – November 13, 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 8:01 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
Vice Mayor, Davina Hurt, Belmont – Member
Council Member Ron Collins, Belmont - Secretary

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
Bill Tanner – Tanner Pacific
Aren Hansen – Brown & Caldwell
EJ Shalaby – DNS Strategies
Grace Zhang – Maze & Associates
Allison Kuane – 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 knife safety.

Item 5B Manager's Report, Manager presented two national awards received from DBIA. Proposed RESCU ribbon-cutting date in May 2024 was discussed.

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

ITEM 7

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

- A. APPROVAL OF MINUTES – October 9, 2023 - Regular Meeting (pg. 35)
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED SEPTEMBER 6, 2023 – OCTOBER 2, 2023 AND NECESSARY PAYMENTS THROUGH OCTOBER 2, 2023
- C. CONSIDERATION OF RESOLUTION TO AWARD CONSTRUCTION CONTRACT FOR CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342)

Proposed Action:

Move adoption of RESOLUTION APPROVING CONSTRUCTION CONTRACT DOCUMENTS FOR THE CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342); ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER; REJECTING ALL OTHER BIDS; AUTHORIZING EXECUTION OF AGREEMENT AND DIRECTING RETURN OF SECURITY DEPOSITS AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID PROJECT – MARINA MECHANICAL SERVICES (\$286,174)

D. CONSIDERATION OF MOTION TO APPROVE TASK ORDER FOR NEXINITE LLC SCOPE OF WORK AND BUDGET FOR CAPITAL PROJECTS' MANAGEMENT APPLICATION (CIP #9130)

Proposed Action:

Move approval of TASK ORDER FOR CIP MANAGEMENT APPLICATION DEVELOPMENT (CIP #9130) IN AN AMOUNT NOT TO EXCEED \$476,600 AND AUTHORIZE MANAGER TO APPROVE UP TO A TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – NEXINITE LLC

E. CONSIDERATION OF RESOLUTIONS TO APPROVE CONTRACT CHANGE ORDERS TO RESCU PROJECTS (CIP #6008, 9501, AND 9502)

Proposed Actions:

- i. Move adoption of RESOLUTION AUTHORIZING THE SILICON VALLEY CLEAN WATER MANAGER TO APPROVE A CONTRACT CHANGE ORDER FOR THE GRAVITY PIPELINE PROJECT IN AN AMOUNT NOT TO EXCEED \$850,000.
- ii. Move adoption of RESOLUTION AUTHORIZING THE SILICON VALLEY CLEAN WATER MANAGER TO APPROVE A CONTRACT CHANGE ORDER FOR THE FRONT OF PLANT PROJECT IN AN AMOUNT NOT TO EXCEED \$707,866.
- iii. Move adoption of RESOLUTION AUTHORIZING THE SILICON VALLEY CLEAN WATER MANAGER TO APPROVE A CONTRACT CHANGE ORDER FOR THE PUMP STATIONS IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$2,173,911.

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 8A

CONSIDERATION OF MOTION TO RECEIVE AND ACCEPT SILICON VALLEY CLEAN WATER BASIC FINANCIAL STATEMENTS AND AUDITOR'S REPORT FOR FISCAL YEAR 2022-23

Proposed Action:

Move approval of RECEIPT AND ACCEPTANCE OF BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT FOR FISCAL YEAR ENDED JUNE 30, 2023

Motion/Second: Ms. Hurt / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 8B

RECEIVE INFORMATION ON ENVIRONMENTAL, SOCIAL, AND GOVERNANCE (ESG) INVESTMENT OPTIONS

Proposed Action:

PROVIDE DIRECTION TO STAFF AS TO THE INCORPORATION OF ESG CRITERIA INTO SVCW'S INVESTMENT POLICY

No action was taken, and direction was provided to staff.

ITEM 8C

CONSIDERATION OF RESOLUTIONS AND MOTIONS TO AWARD CONSTRUCTION CONTRACT; APPROVE ENGINEERING SERVICES DURING CONSTRUCTION TASK ORDER; APPROVE INTEGRATION SERVICES FOR FIXED FILM REACTOR REHABILITATION AND 3W UPGRADES PROJECT (CIP #9242)

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING CONSTRUCTION CONTRACT DOCUMENTS FOR FIXED FILM REACTOR REHABILITATION AND 3W UPGRADES (CIP #9242); ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER; REJECTING ALL OTHER BIDS; AUTHORIZING EXECUTION OF AGREEMENT AND DIRECTING RETURN OF SECURITY DEPOSITS AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE FOR SAID PROJECT – J.F. SHEA CONSTRUCTION INC. (\$35,174,000)
- ii. Move approval of TASK ORDER FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR FIXED FILM REACTOR REHABILITATION AND 3W UPGRADES PROJECT (CIP #9242) IN AN AMOUNT NOT TO EXCEED \$1,117,409 AND AUTHORIZE MANAGER TO APPROVE UP TO A TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL.
- iii. Move approval of TASK ORDER FOR SYSTEM INTEGRATION SERVICES FOR FIXED FILM REACTOR REHABILITATION AND 3W UPGRADES PROJECT (CIP #9242) IN AN AMOUNT NOT TO EXCEED \$306,524 AND AUTHORIZE MANAGER TO APPROVE UP TO A TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CID TECHNOLOGIES.
- iv. Move approval of INCREASE IN BUDGET TO CAPITAL IMPROVEMENT PROGRAM PROJECT #9242 TO \$48,190,00

Motion/Second: Mr. Otte / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 8D

CONSIDERATION OF RESOLUTIONS TO CHANGE COMMISSION MEETING LOCATION, RESCIND RESOLUTION NO. 22-01, REVISE ADMINISTRATIVE POLICY 1980-01, AND ADOPT 2024 MEETING SCHEDULE

Proposed Actions

- i. Move adoption of RESOLUTION ESTABLISHING DAY, TIME, AND PLACE OF REGULAR MEETINGS OF THE COMMISSION OF SILICON VALLEY CLEAN WATER AND RESCINDING RESOLUTION NO. SVCW 22-01
- ii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION F TO ADMINISTRATIVE POLICY 1980-01 ESTABLISHING COMMISSION AGENDA PREPARATION PROCEDURE AND IMPLEMENTATION OF BROWN ACT
- iii. Move adoption of RESOLUTION ESTABLISHING AND ADOPTING COMMISSION'S REGULAR MEETING SCHEDULE FOR CALENDAR YEAR 2024

Motion/Second: Ms. Hurt / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 9

Closed Session was called to order at 9:17 am

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 10:03 am

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


ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 10:04 a.m.

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel

DocuSigned by:

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Ron Collins, Secretary