

**COMMISSION OF SILICON VALLEY CLEAN WATER
JOINT POWERS AUTHORITY
REGULAR MEETING – Monday, October 14, 2024
8:00 a.m.**

Place: Silicon Valley Clean Water
1406 Radio Road
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

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

MANAGER: TERESA A. HERRERA

ATTORNEY FOR THE AUTHORITY: CHRISTINE C. FITZGERALD

CONTROLLER: BETH GOLDBERG

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. 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. Such item may be referred to staff for a decision with regard to placing it on a future agenda for discussion, action , or report.

5. SAFETY MOMENT and REPORTS

- A. Safety Moment.....pg. 7
- B. Manager’s Report
 - 1. Upcoming Commission Actions..... pg.9
- C. Financial Report
 - 1. Investment Report August.....pg. 11
- D. Engineering Capital Projects Report.....pg. 15
- E. Commission Requested Staff-Level Action Items..... pg. 19
- F. RESCU Program Design-Build Project Status Update..... pg. 22

6. MATTERS OF COMMISSION MEMBERS’ INTEREST

7. CONSIDERATION OF MOTION APPROVING CONSENT CALENDAR (begins pg. 32)

8. BUSINESS ITEMS

- A. CONSIDERATION OF RESOLUTION AWARDDING CONSTRUCTION CONTRACT FOR SOLIDS HANDLING BUILDING SWITCHGEAR BATTERY REPLACEMENT PROJECT (CIP #9247) (pg. 45)

Proposed Action:

Move adoption of RESOLUTION APPROVING CONSTRUCTION CONTRACT DOCUMENTS FOR THE SHB SWITCHGEAR BATTERY REPLACEMENT (CIP# 9247); ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER; 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 (\$669,500) – D.W. NICHOLSON CORPORATION

- B. CONSIDERATION OF RESOLUTIONS APPROVING NEW POSITION OF REGULATORY COMPLIANCE OFFICER; CHANGE LIMITATION ON SENIOR POSITIONS IN LABORATORY AND ENVIRONMENTAL SERVICES DIVISIONS; REFLECT CHANGES IN SVCW PERSONNEL RESOLUTION 77-6 (pg. 49)

Proposed Actions:

- i. Move adoption of RESOLUTION ESTABLISHING RATES OF PAY FOR PROFESSIONAL EMPLOYEES OF SILICON VALLEY CLEANWATER AND RESCINDING AND RESTATING CERTAIN PROVISIONS OF RESOLUTION NO. SVCW 24-27 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH

- ii. Move adoption of RESOLUTION AMENDING SECTION 6 OF RESOLUTION NO. SVCW 77-6, THE SVCW PERSONNEL RESOLUTION, RELATED TO CLASSIFICATION OF POSITIONS AND RESCINDING RESOLUTION NO. SVCW 24-28 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH
 - iii. Move adoption of RESOLUTION APPROVING UPDATED CONSOLIDATED PAY SCHEDULE FOR ALL REPRESENTED AND UNREPRESENTED EMPLOYEES OF SILICON VALLEY CLEAN WATER FOR FISCAL YEARS 2024-2025 AND RESCINDING RESOLUTION NO. SVCW 24-29
- 9. 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 – September 9, 2024 – Regular Meeting (pg. 32)
- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED AUGUST 6 – SEPTEMBER 3, 2024, AND NECESSARY PAYMENTS THROUGH SEPTEMBER 3, 2024 (pg. 39)
- C. CONSIDERATION OF MOTION APPROVING FINAL ACCEPTANCE AND AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR THE CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342) (pg. 41)

Proposed Action:

Move approval of MOTION TO ACCEPT THE CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342) AND AUTHORIZE FILING NOTICE OF COMPLETION – MARINA MECHANICAL SERVICE

Microsoft Teams Access Information
Silicon Valley Clean Water
Regular Meeting
Monday, October 14, 2024

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:

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

What to Do During Extreme Heat

Extreme Heat Checklist

What to Do: During



Stay Hydrated

- Drink plenty of fluids. Encourage others to drink plenty of fluids, too.
- Replace salt and minerals with snacks or a sports drink.



Prevent Heat Illness

Check on your friends, family and neighbors. Help them prevent heat illness. Act fast if you notice someone with symptoms.

Anyone can develop heat illness. But, people at greater risk are:

- Older adults
- Infants, children and pregnant women
- People with medical conditions
- Outdoor workers
- People with limited personal resources
- People living in places that lack green spaces



Stay Cool

- Stay in an air-conditioned place as much as possible.
- If your home does not have air conditioning, go to your pre-designated cool location.
- Wear lightweight, loose clothing and take cool showers or baths.
- Limit your outdoor activity. If you must work outdoors, schedule tasks earlier or later in the day.

Heat Illness	What to Look For	What to Do
Heat Cramps are muscle spasms caused by a large loss of salt and water in the body.	Heavy sweating with muscle pain or spasms	<ul style="list-style-type: none"> • Move to a cool place. • Drink water or a sports drink • Get medical help right away if: <ul style="list-style-type: none"> - Cramps last longer than 1 hour - Person affected has heart problems
Heat Exhaustion is severe and may require emergency medical treatment.	<ul style="list-style-type: none"> • Heavy sweating • Cold, pale and clammy skin • Fast, weak pulse • Nausea or vomiting • Muscle cramps • Tiredness or weakness • Dizziness-Headache-Passing out 	<ul style="list-style-type: none"> • Move to a cool place • Loosen tight clothing • Cool the body using wet cloths, misting, fanning or a cool bath • Sip water slowly <p>Get medical help right away if:</p> <ul style="list-style-type: none"> - Vomiting occurs - Symptoms last longer than 1 hour or get worse - Confusion develops
Heat Stroke is deadly and requires immediate emergency treatment.	<ul style="list-style-type: none"> • High body temperature (104°F or higher) • Hot, red, dry or damp skin • Fast, strong pulse • Headache-Dizziness • Nausea-Confusion-Passing out 	<p>Call 911 right away, then:</p> <ul style="list-style-type: none"> • Move to a cool place • Cool the body using wet cloths, misting, fanning or a cool bath • Do NOT give the person anything to drink

What to Do: After



Take Care of Yourself

It's normal to have a lot of bad feelings, stress or anxiety. Eat healthy food and get enough sleep to help you deal with stress.

You can contact the Disaster Distress Helpline for free if you need to talk to someone. Call or text **1-800-985-5990**.

AGENDA ITEM 5B

Recurring and Upcoming 2024 Commission Actions
Updated for October 2024 Meeting

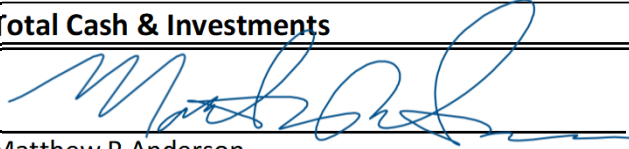
<p>January</p> <ul style="list-style-type: none"> • Meeting Cancelled 	<p>February</p> <ul style="list-style-type: none"> • Review Investment Policy • Long Range Financial Plan • Capital Improvement Plan Update 	<p>March</p> <ul style="list-style-type: none"> • Operating Budget Workshop 	<p>April</p> <ul style="list-style-type: none"> • Operating Budget Approval • Initiate Manager Performance Evaluation
<p>May</p> <ul style="list-style-type: none"> • Manager Performance Evaluation 	<p>June</p> <ul style="list-style-type: none"> • Approve Resolution 77-6 “Personnel Resolution” • Review Reserve Funds Policy 	<p>July</p> <ul style="list-style-type: none"> • Elect Chair, Vice Chair; Appoint Secretary • Receive Q1 Investment Summary • Conflict of Interest Update (Biennial; even numbered years) 	<p>August</p> <ul style="list-style-type: none"> • No Meeting
<p>September</p> <ul style="list-style-type: none"> • Review Investment Policy • Review Debt Management Policy 	<p>October</p>	<p>November</p> <ul style="list-style-type: none"> • Audited Financial Report • Annual Investment Update 	<p>December</p> <ul style="list-style-type: none"> • Commission Meeting Schedule for 2025

-  - Recurring Commission Actions
-  - Upcoming Commission Actions

AGENDA ITEM 5C1

Silicon Valley Clean Water Authority
Cash & Investments Summary Report
August 31, 2024

Description	Market Value	% of Total Holdings	Yield to Market
Reserve Accounts			
Operating Reserve* - Securities	\$ 1,882,588	1.90%	1.89%
Operating Reserve - Money Market Fund Balance	2,503,422	2.52%	5.15%
CIP Reserve* - Securities	25,668,298	25.86%	3.17%
CIP Reserve - Money Market Fund Balance	1,145,686	1.15%	5.15%
Stage 2 Capacity Reserve* - Securities	8,397,873	8.46%	1.66%
Stage 2 Capacity Reserve - Money Market Fund Balance	1,921,351	1.94%	5.15%
Debt Coverage Reserve - CAMP	5,521,286	5.56%	5.41%
Total Market Value: Operating and Reserve Accounts	\$ 47,040,504	47.4%	3.35%
Total Accrued Interest: Operating and Reserve Accounts	197,925		
GRAND TOTAL, RESERVE ACCOUNTS	\$ 47,238,430		
Trustee Accounts:			
2018 Bond Project Fund Account - CAMP	\$ 3,639,336	3.67%	5.41%
2018 Bond Revenue Account	5,840	0.01%	4.95%
2021 Refunding Bonds Revenue Account	8,377	0.01%	4.95%
2021A Notes Interest Account	114	0.00%	4.95%
2021A Notes Principal Account	10,055	0.01%	4.95%
2021A Notes (RESCU) - Money Market Fund	440	0.00%	4.95%
2021A Notes (RESCU) - LAIF**	1,449,884	1.46%	4.58%
2021B Notes (WWTP) - Money Market Fund	7,811,928	7.87%	4.95%
2021B Notes (WWTP) - CAMP	13,592,252	13.69%	5.41%
2021B Notes (WWTP) - LAIF**	24,242,925	24.42%	4.58%
2021 Notes Capitalized Interest Account - Money Market Fund	844,801	0.85%	4.95%
Total Market Value, Trustee Accounts	\$ 51,605,952	51.98%	4.92%
Accrued Interest:	122,954		
Operating Cash (includes outstanding checks)	595,265	0.60%	0.00%
Local Agency Investment Funds (LAIF) Balance	33,968	0.03%	4.58%
Total Cash & Investments	\$ 99,596,569	100.00%	4.14%



Matthew P Anderson
Chief Financial Officer / Assistant Manager

9/16/2024
Date

* Monthly report of security transactions and interest available upon request
**Market value of LAIF based on the most available Fair Value factor

Silicon Valley Clean Water
Operating and Reserve Funds - Sector Allocation & Compliance August 31, 2024

Security Type	Operating Reserve	CIP Reserve	Capacity Reserve	Debt Coverage Reserve	Total Market Value	% of Total Portfolio	% Allowed by Policy	In Compliance	% Change vs. Prior Month
U.S. Treasury	\$ 1,614,213	\$ 13,812,541	\$ 4,224,638	\$ -	\$ 19,651,392	42%	100%	✓	1.0%
Supranationals	-	-	-	-	-	0%	15%	✓	0.0%
Federal Agency/GSE	-	1,095,088	768,048	-	1,863,136	4%	100%	✓	(0.0%)
Federal Agency/CMBS	-	2,764,063	704,497	-	3,468,560	7%	100%	✓	(0.1%)
Federal Agency CMO	-	631,965	350,255	-	982,220	2%	100%	✓	(0.0%)
Federal Agency MBS	-	1,957,775	1,274,905	-	3,232,680	7%	100%	✓	(0.1%)
Municipal	-	890,058	720,759	-	1,610,817	3%	30%	✓	(0.0%)
Corporate Notes	262,262	4,348,148	335,942	-	4,946,352	10%	30%	✓	(0.9%)
Asset-Backed Securities	6,113	168,659	18,828	-	193,601	0%	10%	✓	(0.0%)
Securities Sub-Total	1,882,588	25,668,298	8,397,873	-	35,948,759	76%			
Accrued Interest	7,219	136,377	29,122	-	172,719				
Securities Total	1,889,808	25,804,675	8,426,995	-	36,121,478				
Money Market Fund	2,503,422	1,145,686	1,921,351	-	5,570,459	12%	20%	✓	0.4%
CAMP	-	-	-	5,521,286	5,521,286	12%	100%	✓	(0.1%)
Accrued Interest - CAMP	-	-	-	25,206	25,206				
CAMP Sub-Total	-	-	-	5,546,492	5,546,492	12%	100%	✓	0.0%
Total Investments	\$ 4,393,230	\$ 26,950,361	\$ 10,348,346	\$ 5,546,492	\$ 47,238,430	100%			
<i>As % of 6/30/25 Target:</i>	<i>101.3%</i>	<i>92.2%</i>	<i>100.0%</i>	<i>100.0%</i>	<i>95.6%</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: SEPTEMBER 2024
CAPITAL IMPROVEMENT PROGRAM**

UPCOMING COMMISSION ACTIONS:

Solids Handling Building Switchgear Battery Replacement (CIP #9247): Replace Switchgear Battery

This project replaces the battery that provides auxiliary power to the switchgear. The battery is at the end of its useful life.

Planned Commission Actions: Award Construction Contract – October 2024

Chiller Replacement Project (Project #342): Replace chillers that serve plant HVAC systems.

The three chillers that provide cooling for all plant demands were replaced and are commissioned.

Planned Commission Actions: Accept Project – October 2024

ONGOING PROJECTS IN CONSTRUCTION:

RAS Pipe Rehabilitation Project (CIP #9120): RAS/WAS Pump Suction Pipe Rehab

This project includes rehabilitation of pipes serving the Return Activated Sludge (RAS) pumps and Waste Activated Sludge (WAS) pumps.

FFR and 3W System Rehabilitation (CIP #9242): Rehab of three fixed-film reactors and 3W system

This project includes rehabilitation of three remaining fixed-film reactors and upgrades to 3W system. The construction is expected to complete in 2026.

Five Corners Intersection Project (CIP #9131): Regrading Five Corners Intersection

The current configuration of this intersection contains blind spots and poor visibility and poses safety risks to pedestrians and drivers. The narrow intersection also poses challenges to large chemical delivery trucks that frequently traverse the intersection. This project will mitigate these concerns.

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 project with expected substantial completion in late 2024. Acceptance testing of the FoP project is complete. Refer to Commission Item 5F for status updates.

TASK ORDERS APPROVED CALENDAR YEAR 2024:

A list of task orders approved for engineering division projects is attached.

SVCW Engineering Division - Task Order Summary 01/01/2024-09/30/2024

Task Order Date	Consultant	TO Amt.	Project #	Project Name	Scope of Work
Commission-Approved Date Task Orders:		\$2,722,580			
1/23/2024	David J. Powers & Assoc	\$90,000	9501	Pump Station Improvements - TO Amendment	Environmental Services for RESCU Program
2/12/2024	JHS Consulting	\$50,120	9501	Pump Station Improvements - TO Amendment	Environmental and Permitting Advisory for RESCU Program
In Progress	Beecher Engineering	\$350,000	9269	Biogas Utilization	Electrical Eng. Support Services for Mainspring Linear Generator System Installation
6/10/2024	Brown & Caldwell	\$472,460	9269	Biogas Utilization	Design Engineering Consulting Services
6/10/2024	Tanner Pacific	\$240,000	9502	Front of the Plant -	Construction Management & Quality Assurance
6/11/2024	Tanner Pacific	\$240,000	9502	Front of the Plant - Amendment 5	Construction Management & Quality Assurance
6/10/2024	Tanner Pacific	\$1,050,000	9501	Pump Station Improvements - Amendment	Construction Management & Quality Assurance
6/10/2024	Collaborative Strategies	\$230,000	9502	Pump Station Improvements - Amendment	Project Management Assistance
9/13/2024	Hazen and Sawyer, DPC	\$1,159,955	9402	STAR Facility Plan Strategic Treatment Advancement Roadmap	Engineering Planning Services
9/13/2024	Kennedy Jenks	\$255,257	9244	Digester #3 Rehabilitation	Engineering Design & Bidding Support Services
9/13/2024	Kennedy Jenks	\$247,407	9402	STAR Facility Plan Strategic Treatment Advancement Roadmap	Program Mgmt Support Services
*Use Commission approved date					
Task Order Date	Consultant	TO Amt.	Project #	Project Name	Scope of Work
Manager-Approved Task Orders*:		\$1,112,673			
2/6/2024	Freyer & Laureta	\$7,300	810	As-Needed Services FY 23-24	As needed surveying and civil engineering services
2/21/2024	Trinity Consultatns	\$30,000	9502	Front of the Plant - TO Amendment	Air Permit Application Support
2/23/2024	Brown & Caldwell	\$40,000	810	As-Needed Services FY 23-24	General Engineering Services
3/4/2024	Freyer & Laureta	\$42,980	9131	Plant Service Road Resurfacing, Phase 2	Design, Bid, Construction Svcs.
3/8/2024	Sierra Research/Trinity Consultants	\$5,000	810	As-Needed Services FY 23-24 - TO Amendment	Air Quality Permitting Services
3/26/2024	Cascade Integration & Development, Inc.	\$46,640	9247	SHB Electrical Rehabilitation	Eval. & Kohler Switchgear Programming; Troubleshooting & Program Conversion to Ladder Logic
4/11/2024	Hanson Bridgett, Inc.	\$50,000	9130	Capital Improvement Engineering	As-needed Legal Services
4/19/2024	WRA	\$10,600	9265	Levee Repair	Levee Repair Environmental Evaluation
5/24/2024	Cascade Integration & Development, Inc.	\$18,721	9257	Food Waste Improvements	Stanford Historical Data Integration Support
5/27/2024	Stradling Yocca Carlson & Rauth LLP	\$50,000	9269	Biogas Utilization	Federal Tax Legal Advisory Services
5/31/2024	Dr. Mike Stenstrom	\$10,000	810	Academic Advisory Committee, FY 23-24; Amend. 1	Advisory Consulting Services
5/31/2024	Dr. Krishna Pagilla	\$20,000	810	Academic Advisory Committee, FY 23-24; Amend. 1	Advisory Consulting Services
5/31/2024	Dr. George Tchnobanoglous	\$5,000	810	Academic Advisory Committee, FY 23-24; Amend. 1	Advisory Consulting Services
6/17/2024	Sierra Research/Trinity Consultants	\$29,800	9269	Biogas Utilization	Air Permit Application Support
6/17/2024	Sierra Research/Trinity Consultants	\$2,000	810	Engineering Operating Budget, FY 23-24	As-Needed Air Quality Permitting & Consulting Services
6/17/2024	Cascade Integration & Development, Inc.	\$9,650	9242	Fixed Film Reactor Rehabilitation	Control Narrative Review & Control Strategies Dev. Svcs.
6/17/2024	Engineering Operating Budget	\$2,000	810	Engineering Operating Budget, FY 23-24, Amend. 2	As-Needed Air Quality Permitting & Consulting Services
6/18/2024	Cascade Integration & Development, Inc.	\$49,985	9269	Engineering Utilization Gas Conditioning System	Engineer Design Support Services for Stage 1
6/19/2024	Kennedy Jenks	\$8,500	810	Engineering Operating Budget, FY 23-24, Amend. 1	As-Needed Engineering Services
7/18/2024	Cascade Integration & Development, Inc.	\$100,360	810	Engineering Operating Budget FY 24-25	As-Needed IAP, SCADA, PLC, & Network Support Svcs.
7/18/2024	Cascade Integration & Development, Inc.	\$36,617	9501/9502	Pump Station Improvements/Front of the Plant	Wonderware Clean-up
8/7/2024	Water Environmental Technical Consulting	\$50,000	9130	Capital Improvement Engineering Project, Contingency 1	Consulting Services
8/7/2024	DHI Water & Environmental, Inc.	\$66,900	9258	Capital Support for Process Engineering	Eval. For Alternative Configurations & Treatment Tech.
8/7/2024	Kennedy Jenks	\$40,000	810	Engineering Operating Budget, FY 24-25	As-Needed Engineering Services
8/8/2024	Tanner Pacific, Inc.	\$40,000	810	Contract Advisory Services, FY 24-25	Construction Management General Support
8/8/2024	Tanner Pacific, Inc.	\$5,000	810	Contract Advisory Services, FY 24-25	Record Drawings Support
8/8/2024	Beecher Engineering	\$40,000	810	Contract Advisory Services, FY 24-25	As-needed Electrical Engineering Services
8/12/2024	Pagilla, Krishna Dr.	\$5,000	810	Academic Advisory Committee, FY 24-25	Academic Advisory Consulting Services
8/12/2024	Stenstrom, Mike Dr.	\$5,000	810	Academic Advisory Committee, FY 24-25	Academic Advisory Consulting Services
8/12/2024	Tchobanoglous, George Dr.	\$5,000	810	Academic Advisory Committee, FY 24-25	Academic Advisory Consulting Services
8/16/2024	JHS Consulting	\$10,600	9269	Biogas Utilization Gas Conditioning System Project	NEPA Documentation & Processing Support
8/22/2024	Sierra Research/Trinity Consultants	\$10,000	810	Contract Advisory Services, FY 24-25	As-Needed Air Quality Permitting & Consulting Services
8/26/2024	Brown & Caldwell	\$30,000	810	Contract Advisory Services, FY 24-25	Record Drawings & Cogen As-Needed Support Services
8/26/2024	Brown & Caldwell	\$52,930	9242	Fixed Film Reactor & 3W Rehabilitation - Contingency 1	Engineering Services During Construction
9/12/2024	Zenith Engineers, Inc.	\$34,390	9071	Plant Gallery Floor & Wall Crack Sealing	Professional Structures Engineering Services
9/13/2024	DNS Strategic Partners, LLC.	\$75,000	9502	Front of the Plant	Post-Construction Start-up & Project Closeout Consulting Services
9/13/2024	DNS Strategic Partners, LLC.	\$75,000	9017	Plant #1 Water System Pipe Repair & Supply Upgrade	Engineering, Operations, Maintenance Coordination Cnstg.Svcs.
9/19/2024	Kennedy Jenks	\$0	9232	PureWater Peninsular - TO Scope Amendment	Basis of Design Report (BODR) Consulting Services

*JPA Level of Manager approval is \$75,000

**Use last approval signature (TAH) date

AGENDA ITEM 5E

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

**OCTOBER 14, 2024
AGENDA ITEM 5E**

Updated: 10/07/2024

Commission Meeting Date		Action Item	Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
9/14/2024	1	Internal Controls	Feb/Mar 2025		✓			Report back on audit status
	2	Report back on Prevailing Wage/Union	N/A			✓	9/10/2024	Question: is EcoGreen a Union shop? Manager reported back to Commission via email on 9/10/2024. Not a union shop but pay prevailing wages per Public Works Labor Code.
7/15/2024		Internal Controls	9/9/2024			✓	8/28/2024	Bring item re: San Mateo Grand Jury Report on Internal Controls
6/10/2024		No Action Items						
5/13/2024		No Action Items						
4/8/2024	1	Investments	N/A			✓	5/13/2024	Research CA CLASS as an alternative to LAIF for short-term investing.
	2	May Commission Meeting	5/6/2024			✓	4/17/2024	Review what topics will be on the May Commission meeting agenda and determine if a Regular meeting is needed. Reviewed and email sent to Commissioners that a regular meeting is needed.
	3	Air Toxics Study	N/A			✓	4/9/2024	How long does the CARB Air Toxics study last? Email sent to Commissioners with answer.
	4	Bylaws	N/A		✓			Review bylaws with respect to annual Commission meeting calendar.
3/11/2024	1	Agenda Packet Distribution	4/8/2024			✓	4/3/2024	Provide agenda packets to Commissioners' alternates with the exception of WBSD
2/12/2024	1	Strategic Plan	3/11/2024			✓	3/11/2024	Integrate "Innovation" into the strategic plan; completed via adding to the Vision Statement.
	2	NPDES Annual Report	N/A			✓		Question: how are SVCW's treatment issues/problems/maintenance requirements codified and captured for future action? Mainly in our Annual Report to the Regional Water Board. Place this onto the SVCW website.
12/11/2023		Strategic Plan	1/1/2024			✓		Add a section for long-term strategies (10-15 year timeframe).
11/13/2023		Recycled Water and Energy Management	N/A	✓				Bring regular updates to meetings. Presentation on SPRP December 2023 meeting and on Energy Mgmt May 2024

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

**OCTOBER 14, 2024
AGENDA ITEM 5E**

Updated: 10/07/2024

Commission Meeting Date	Action Item		Requested or Estimated Date for Completion	Status			Date of Completion	Notes
				Ongoing	In Progress	Complete		
10/9/2023	1	Investment Portfolio	N/A			✓	11/13/2023	Bring information on expected returns and administrative fees re: investing in ESG companies.
	2	Public Comments during Meetings	N/A			✓		Changes discussed at November meeting. Possible policy will be brought to the Commission at January 2024 meeting. No decisions made; topic tabled.
> One Year		8E - JPA Amendment; re-initiate "clean up" to JPA	N/A		✓			Manager presented a pathway to address critical changes to the JPA at the April 2023 meeting. Commission concurred; Manager following up with Members.
		Project Changes/Commission Notification	N/A	✓			Ongoing	Ensure Commission is kept apprised of possible/potential project cost and/or schedule increases.
		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

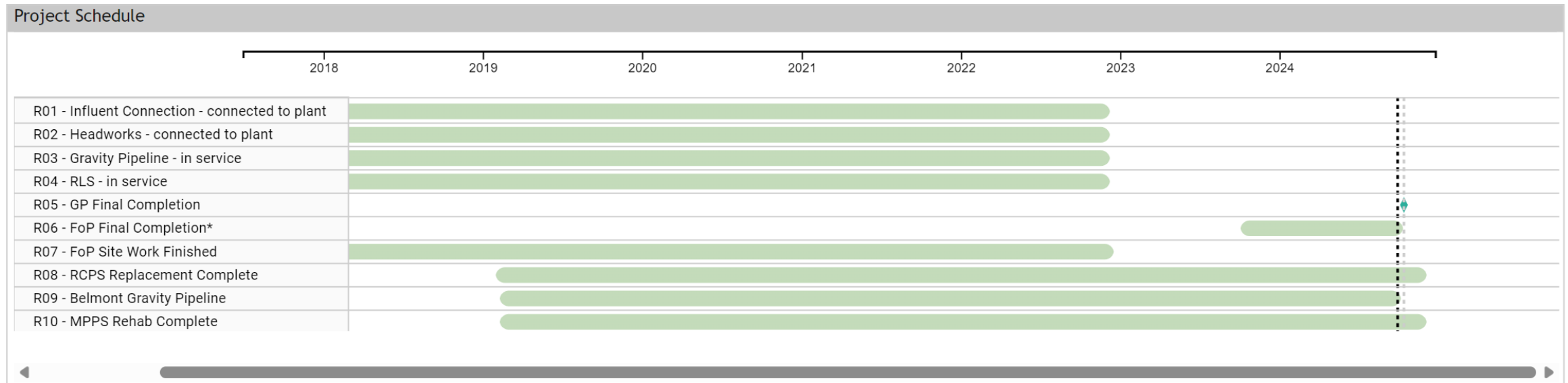
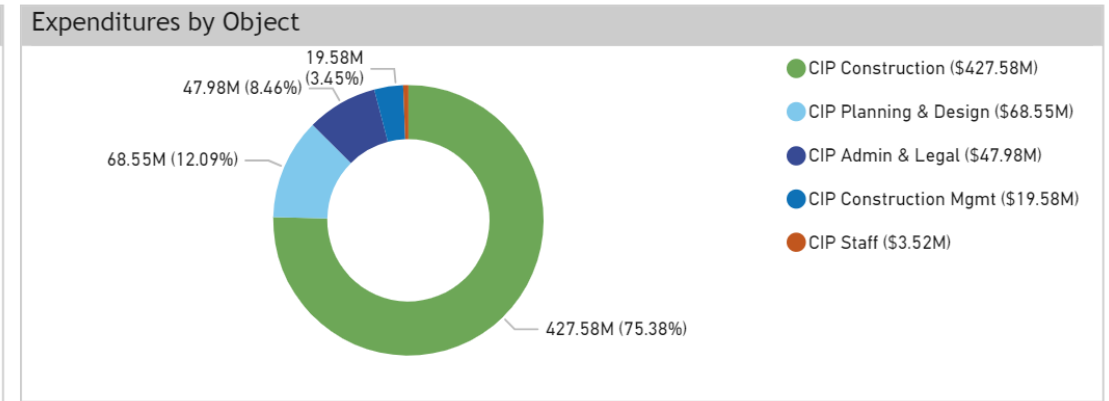
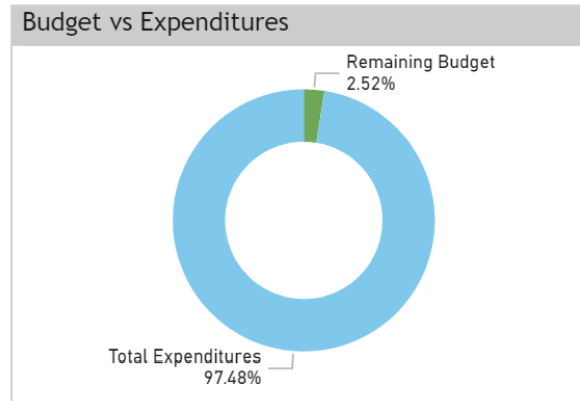
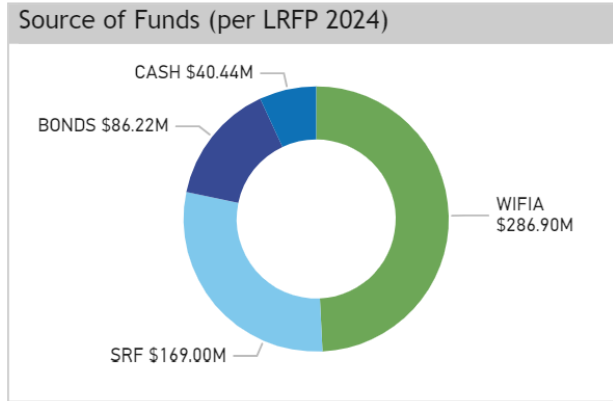


RESCU Program describes eleven projects which constitute full replacement and rehabilitation of SVCW's conveyance system. RESCU includes the Gravity Pipeline, Front of Plant, Pump Stations, and Belmont Force Main projects. The Front of Plant includes six and Pump Stations includes four of the eleven 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
\$582.56M

Total Expenditure
\$567.88M

Remaining Budget
\$14.68M



*Time extension is pending

NOTE: all information in this report are as of the end of previous month, except for the SPI data, which is one month behind all other information.

As of : 2024 - 09

Startup Progress

Project	PreCommissioning	Functional Testing (Design verification)	Functional Testing (Dry verification)	Functional Testing (Wet verification)	Acceptance Testing
FoP	100%	100%	100%	100%	100%
GP	100%	100%	100%	100%	75%
MPPS A side	100%	100%	100%	100%	100%
MPPS B side	100%	100%	100%	100%	100%
BGP	100%	100%	100%	100%	100%
RCPS	75%	25%	0%	0%	0%

Major Accomplishments To Date

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. - Headworks and SFS/RLS Functional Testing completed.
Gravity Pipeline	<ul style="list-style-type: none"> - GP Design Intent presentation completed. - Acceptance Testing plan completed. - FM to GP switchover completed.
Pump Stations Improvements	<ul style="list-style-type: none"> - MPPS A-Side 30-Day Acceptance Testing completed. - MPPS B-Side 30-Day Acceptance Testing completed. - BGP 30-Day Acceptance Testing completed. - RCPS 30-Day Acceptance Testing expected to begin in October 2024.
Program	<ul style="list-style-type: none"> - RESCU Commissioning Risk Register workshop completed.

3 - Month Look Ahead

	Start	End	October	November
RCPS Startup (Acceptance Testing)	October 30, 2024	November 29, 2024	X	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.

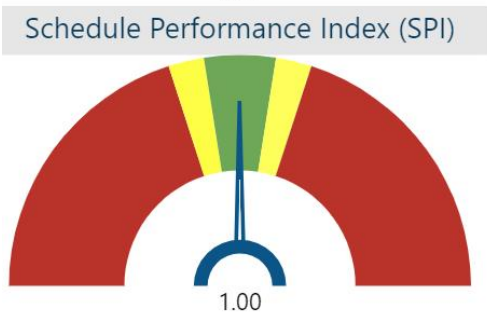
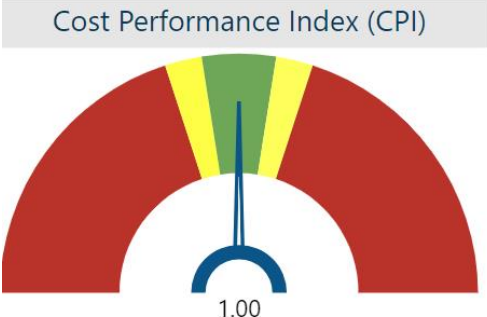
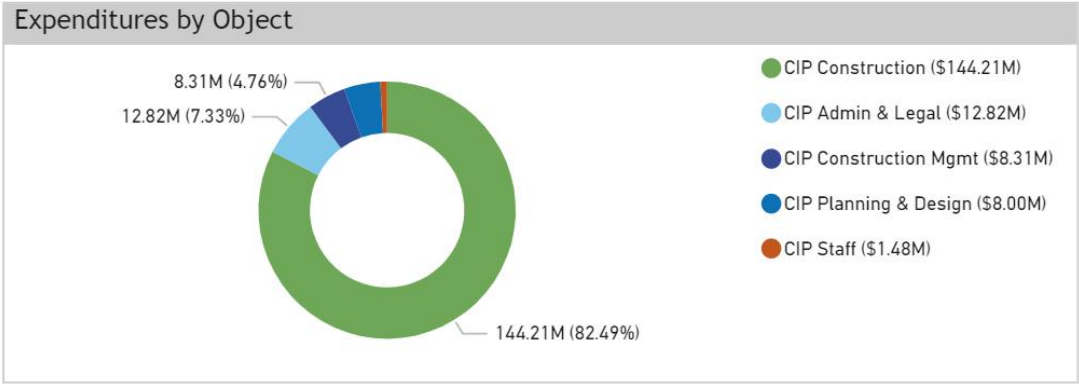
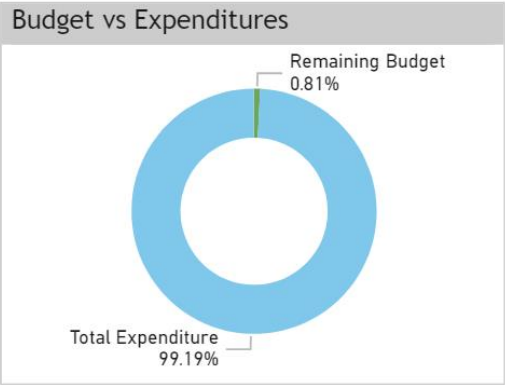
Available Budget
\$174.19M

Total Expenditure
\$172.78M

Remaining Budget
\$1.41M

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	6/9/2024
San Carlos Connecting Piping Startup	8/5/2022	7/3/2024
Substantial Completion		5/13/2024
Final Completion*		10/30/2024

*No-cost time extension pending



Major Accomplishments this Period

- Construction
 - SPJV continued to address punch list items throughout the RLS and Headworks.
 - SPJV installed fencing and performed grading on the IPL/SAFMBR lot. They also paved the West Access Road.
 - Vendor training is complete.
 - The 30-day acceptance testing of the Headworks, SFS, and RLS was completed.
 - SPJV completed the permanent connection of the force main to the drop structure at Bair Island and San Carlos.
- Design
 - FoP design is complete.
- Procurement of Trade Packages
 - Front of Plant Trade Procurement is complete.

Potential Issues

- Odor control fan
- No Cost Time Extension

Approved Project Changes

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

3 - Month Look Ahead

	Start	End	October
Project Closeout	July 5, 2024	October 30, 2024	X

Safety Spot Light

Lost Time	0
Near Misses	5
Recorded Losses	2

Gravity Pipeline Progressive DB Project (CIP 6008)



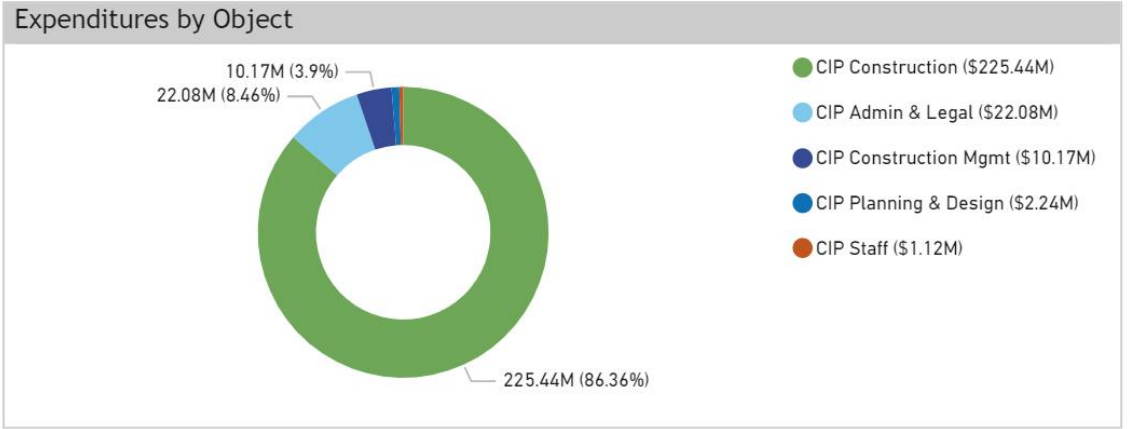
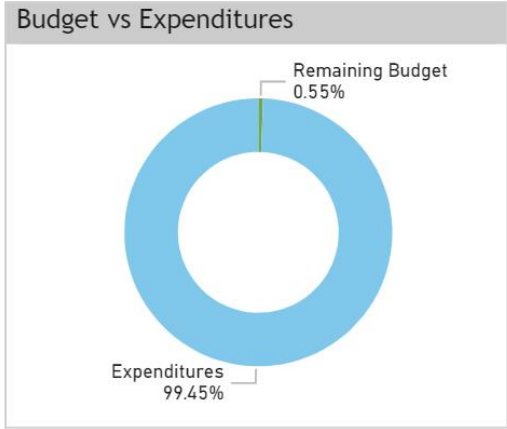
The Gravity Pipeline (GP) Project consists of the design, construction, permitting, start-up, commissioning, and closeout of approximately 17,600 feet of wastewater gravity FRP pipe inside a concrete-segment tunnel. The work includes three shafts and will interface directly with the Front of Plant (FoP)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

Available Budget
\$258.06M

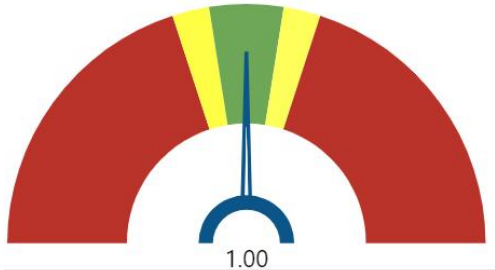
Total Expenditure
\$256.62M

Remaining Budget
\$1.43M

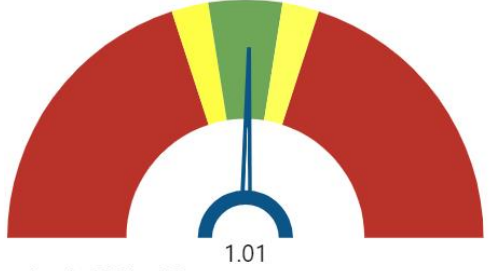
Milestone Schedule		
	Start	Finish
Conditional Substantial Completion		7/1/2022
Final Completion		10/11/2024



Cost Performance Index (CPI)



Schedule Performance Index (SPI)



Major Accomplishments this Period

Construction	<ul style="list-style-type: none"> - BBJV completed backfill of the Airport Access Shaft. - BBJV completed site restoration at the AAS. - BBJV completed Acceptance Testing.
Design	- 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	- Gravity Pipeline Trade Procurement is complete.

Potential Issues

Remaining budget to be transferred to other RESCU project

3 - Month Look Ahead

	Start	End

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 Improvement Progressive DB Project (CIP 9501)



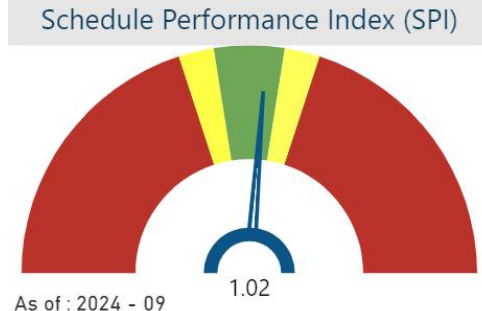
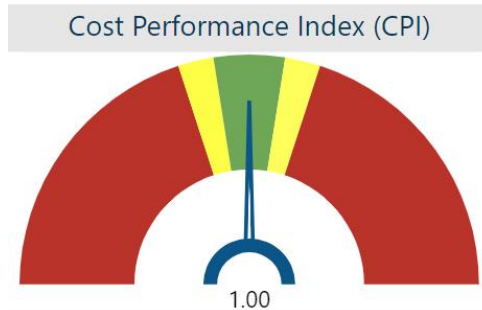
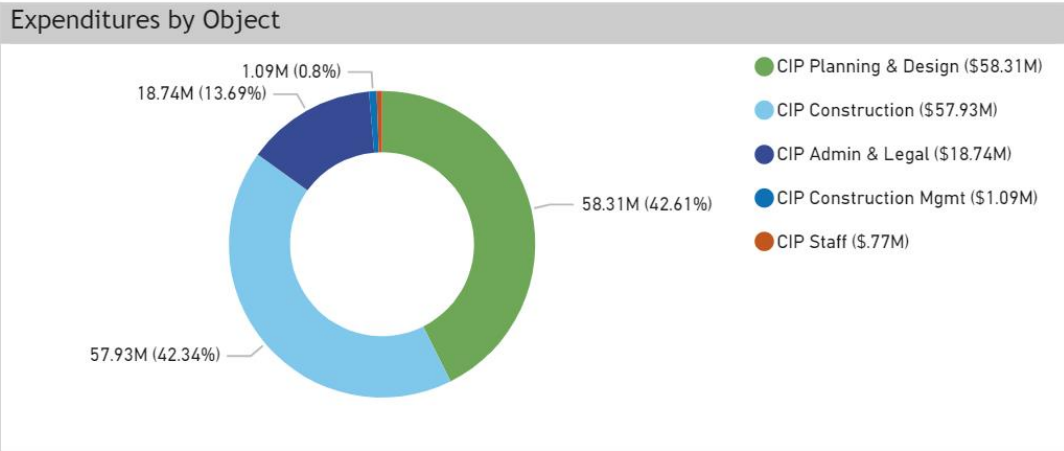
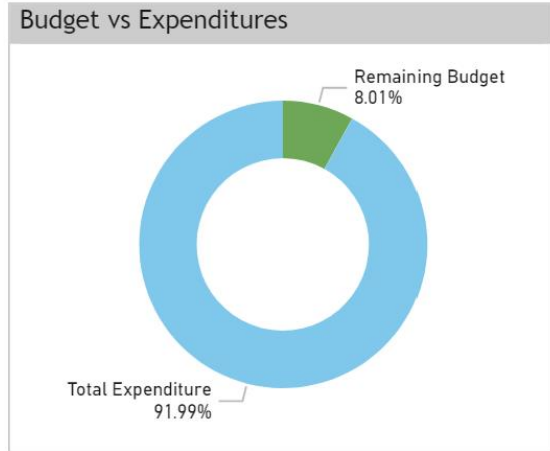
All SVCW pump stations require replacement or rehabilitation. Menlo Park PS will be rehabilitated. Redwood City PS will be replaced. Belmont PS will be replaced with a gravity pipeline. San Carlos PS is no longer needed due to the new gravity tunnel; flows from San Carlos and Belmont will enter into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

Available Budget
\$133.00M

Total Expenditure
\$122.34M

Remaining Budget
\$10.65M

Milestone Schedule		
	Start	Finish
MPPS - B-side Pumps Completed	3/15/2022	10/13/2022
MPPS - A-side Pumps Completed	10/4/2022	2/16/2024
BGP - Gravity Pipe Installed	11/22/2023	3/6/2024
BGP - Shaft/Tunneling Work on Shoreway Road	4/12/2021	4/18/2023
RCPS - PG&E Service Work	5/4/2021	4/12/2024
RCPS - Wet Well & Screening Building Completed	4/17/2022	10/8/2024
RCPS - Electrical Building Completed	2/8/2021	10/7/2024
Substantial Completion - MPPS		12/23/2024
Substantial Completion - RCPS		12/23/2024
Substantial Completion - BGP		10/25/2024



As of: 2024 - 09



Pump Stations Improvement Progressive DB Project (CIP 9501)



Major Accomplishments this Period

- Construction
 - BGP: Automatic Systems training completed. Punch list items are closed.
 - RCPS: HDPE discharge piping fully installed, hydrotested, and tied-in to the existing forcemain, with isolation valves in place keeping the New Junction Box and New Wet Well and Screening Structure isolated until cutover. Discharge Piping on the Wet Well deck to the new Mag Meter was successfully hydrotested. Wet Well pumps were installed. Majority of equipment check-outs and loop checks have been completed. Enduro covers have been installed for Wet Wells, Screening Cahnnels, and Junction Box.
 - MPPS: MPPS work is complete.
- Design
 - BGP: SPJV finalizing record drawings.
 - RCPS: SPJV working on a Design Clarification with update to site grading, to accomodate future road raising.

Potential Issues

Challenges from permitting and land acquisition conditions at RCPS
BGP Substantial Completion Update

3 - Month Look Ahead

	Start	End	October	November	December
RCPS - Structural Concrete	September 8, 2021	October 8, 2024	X		
RCPS - Electrical / I&C	April 1, 2024	October 8, 2024	X		
RCPS - Junction Box	June 24, 2022	November 4, 2024	X	X	
RCPS - Electrical Building & Restroom	February 8, 2021	October 7, 2024	X		
RCPS - 36" MPPS Force Main and Valve Vaults	May 23, 2024	October 3, 2024	X		
RCPS - Site Utilities	September 28, 2023	October 17, 2024	X		
RCPS - Standby Generator	June 2, 2021	October 4, 2024	X		
RCPS - Site Finishes	October 18, 2024	December 23, 2024	X	X	X

Safety Spot Light

Lost Time	0
Near Misses	1
Recorded Losses	0

Approved Project Changes

Updated MPPS Schedule to address Electrical Equipment Delays
Stage 2F Traffic Control Allowance Release
Stage 2 Baseline Schedule Revision
Segment 1 Force Main Junction Box Repairs
SCPS Declassification Construction Costs
SCPS Additional Site Restoration
Revised Piping and Flowmeter for BGP Piping in SCPS, Autostart for MPPS and RCPS Portable Generator, RCPS Pump Protection Panel "Reset" Button, MPPS Chemical Feed Pump Receptacles, MPPS and RCPS Phase Loss Relay, MPPS Bathroom Items, Additional Paving Thickness in San Carlos
Redwood City 48" Pipe Rehabilitation Costs and Impacts, Updated Stage 2A and 2C Substantial Completion
PSI Allowance Release - All Stages
Pre-design for 33-inch FM Stabilization and Maple Street Improvements
MPPS Roof Receptacle, MPPS E/I&C Adjustment from 60% to 100%, SCPS E/I&C Adjustment from 60% to 100% (Credit), BGP Manhole Lids, Differing Site Conditions at JS-1 and RS-1, San Carlos Pump Station Declassification Design, RCPS Chopper Pump Replacement (Credit), Raising Screenings Deck, Design of 60-inch Connection and Isolation Gate to RCPS Junction Box, PG&E Impacts at RCPS, RCPS E/I&C Adjustment from 60% to 100% (Credit)
MPPS PG&E Allowance Release, MPPS PG&E Electrical Impact Costs, MPPS PG&E Transformer Swap - Temporary Generator Additional Costs, RCPS Secondary Conductors
MPPS CARVs, MPPS 404 Valve Wiring, MPPS Irrigation Scope Removal, MPPS PVC Coating Scope Removal, MPPS FIT Re-Location, SCPS Leachate Flowmeter, Reuse Existing RCPS Sampler, RCPS Encased PG&E Conduit, Install MPPS UPS Power Display, Install SCPS UPS Power Display, Install RCPS UPS Power Display
Izzy's Lot Restoration
Hiller Aviation Museum Parking Lot Restoration, Electrical outlet at MPPS meter vault, Spare conduit to MPPS meter vault, Additional MPPS Curb Coating, MPPS Rotork actuator cards (Credit), SCPS RIO equipment impacts from leachate leak, Relocate SCPS Air Flow Switch, BPS Demo - Reconciliation Credit for Removed Scope, SCPS Line Flushing, RCPS PG&E Changes in Electrical Building, MPPS Comms cabinet changes
Future Connection for the Redwood City 60" Pipe
BPS Demo Allowance Release, Retaining Wall Slab Concrete Removal, Existing RCPS Crack Repair, Bigge Crane Costs, RCPS Hauling (Credit), Moving Conex and Equipment to the Cargill Lot, Updated Stage 2F Substantial Completion
BGP RS-2 Lane Realignment
BGP Design Development
Bair Island Road Restoration
Bair Island and San Carlos Pump Station Connecting Piping Electrical Scope (transfer from GP Project)
Allowance Release, Monitoring Off Position for PSI Valves, Communications Cable and Power Updates Related to Smartlinx Addition at MPPS, Remote ARV Monitoring Modification, RCPS Standby Generator Cost Increase, MPPS Sampler Piping, RCPS CARVs, Monitoring MPPS PRV, 12" Water Relocation and Calwater Costs (RS3) (Credit), MTBM Stoppage at STA 46+43, Irrigation Piping at ARV Vault, Raise KGVs and Piping, Credit for Segment 2 ARV (Sta. 155+80) (Credit)
Allowance Release, JS-4 Unforseen Fiber Optic Utility Impacts, MPPS Baffle Wall, BPS Demo Design

AGENDA ITEM 7A

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – September 9, 2024
8:00 a.m.**

Place: Silicon Valley Clean Water
1406 Radio Road
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 8:02 a.m.

ITEM 2

ROLL CALL - Commissioners Duly Appointed by Each Agency

Board Member George Otte, West Bay Sanitary District– Chair
Council Member Davina Hurt, Belmont – Vice-Chair
Council Member Alicia Aguirre, Redwood City – Secretary
Council Member Ron Collins, San Carlos – Member

Under the just cause exception of the Brown Act (2449), Commissioner Aguirre appeared remotely due to medical circumstances. The Commission approved the request by a unanimous vote.

Staff, Consultants and Visitors Present

Teresa A. Herrera, SVCW Manager
Christine C. Fitzgerald, SVCW Legal Counsel
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager
Kim Hackett, SVCW Authority Engineer
Jennifer Flick, SVCW Human Resources Director
Jessica Mangual, SVCW Secretary Pro Tem
Daniel Buenrostro, Operations Director
Jane Kao, SVCW Senior Engineer
Kiki Newberry, SVCW Financial Analyst
Mark Minkowski, Kennedy Jenks
Bill Tanner, Tanner Pacific
Demi Pacifuentes, Tanner Pacific
Fion Lui, Redwood City
Sergio Ramirez, West Bay Sanitary District
Rion Merlo, Hazen & Sawyer

ITEM 3

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by those in attendance

ITEM 4

PUBLIC COMMENT

There were no Public Comments

ITEM 5

SAFETY MOMENT AND REPORTS

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

Item 5A Safety Moment included tips on back-to-school safety.

Item 5B Manager's Report, the Manager presented photos and description of bypass operations at the Redwood City Pump Station

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

There was no discussion

ITEM 7

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

- A. APPROVAL OF MINUTES – July 15, 2024 - Special Meeting (pg. 39)

- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED JUNE 25 – AUGUST 5, 2024, AND NECESSARY PAYMENTS THROUGH AUGUST 5, 2024 (pg. 44)

- C. CONSIDERATION OF RESOLUTION ASSIGNING PERFORMANCE MANAGEMENT SERVICES AGREEMENT WITH ENEL X NORTH AMERICA, INC. TO ENEL X STORAGE LLC (pg. 46)

Proposed Action:

Move adoption of RESOLUTION CONSENTING TO ASSIGNMENT OF PERFORMANCE MANAGEMENT SERVICES AGREEMENT WITH ENEL X NORTH AMERICA, INC. TO ENEL X STORAGE LLC.

- D. CONSIDERATION OF RESOLUTIONS REVIEWING AND REVISING SILICON VALLEY CLEAN WATER COMMISSION POLICY 1989-03, TEMPORARY UPGRADE PAY, SVCW COMMISSION POLICY 1992-01, INVESTMENT POLICY AND GUIDELINES, AND SVCW COMMISSION POLICY 2017-01, STATEMENT OF DEBT MANAGEMENT POLICY (pg. 48)

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION B TO COMMISSION POLICY NO. 1989-03, OUT OF CLASSIFICATION PAY
- ii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION W TO COMMISSION POLICY 1992-01, SILICON VALLEY CLEAN WATER'S INVESTMENT POLICY AND GUIDELINES
- iii. Move adoption of RESOLUTION APPROVING AND ADOPTING REVISION G TO COMMISSION POLICY 2017-01, STATEMENT OF DEBT MANAGEMENT POLICY

- E. CONSIDERATION OF RESOLUTION APPROVING APPLICATION FOR GRANT FUNDING THROUGH THE CALIFORNIA ENERGY COMMISSION, "CLEAN, DISPATCHABLE ENERGY GENERATION" IN COLLABORATION WITH STANFORD UNIVERSITY AND FLOWS ENERGY (pg. 108)

Proposed Action:

Move adoption of RESOLUTION APPROVING AND AUTHORIZING SUBMITTAL OF AN APPLICATION TO CALIFORNIA ENERGY COMMISSION FOR A "CLEAN, DISPATCHABLE ENERGY GENERATION" GRANT

- F. CONSIDERATION OF RESOLUTION AMENDING WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT (WIFIA) LOAN AGREEMENTS TO CLARIFY DEFINITION OF DEBT SERVICE RESERVE (pg. 111)

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING AMENDMENTS TO WIFIA LOANS AND ALL ASSOCIATED DOCUMENTS

- G. CONSIDERATION OF MOTION DIRECTING SILICON VALLEY CLEAN WATER STAFF TO PROVIDE RESPONSE LETTER TO THE SAN MATEO GRAND JURY FINDINGS AND RECOMMENDATIONS RELATED TO INTERNAL CONTROLS

Proposed Action:

Move approval of RESPONSE TO SAN MATEO GRAND JURY REPORT TITLED: "ASSESSING AND REPORTING INTERNAL CONTROLS IN SAN MATEO COUNTY AGENCIES AND SCHOOL DISTRICTS" ISSUED ON JUNE 27, 2024, AND AUTHORIZE MANAGER TO EXECUTE RESPONSE LETTER ON BEHALF OF THE SVCW COMMISSION

- H. CONSIDERATION OF MOTION AUTHORIZING HOST SITE AND CHEMICAL PURCHASE AGREEMENTS FOR RUSHNU INC. HYPOCHLORITE PRODUCTION SYSTEM (pg. 120)

Proposed Action:

Move approval for MANAGER TO EXECUTE A HOST SITE AGREEMENT AND CHEMICAL PURCHASE AGREEMENT WITH RUSHNU, INC

- I. CONSIDERATION OF MOTION APPROVING DESIGN SERVICES TASK ORDER WITH KENNEDY/JENKS CONSULTANTS FOR DIGESTER NO. 3 REHABILITATION PROJECT (CIP #9244) (pg. 123)

Proposed Action:

Move approval of a TASK ORDER SCOPE AND BUDGET FOR DESIGN AND BID PERIOD SERVICES FOR THE DIGESTER NO. 3 REHABILITATION PROJECT (CIP #9244) IN AN AMOUNT NOT-TO-EXCEED \$255,257 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS - KENNEDY/JENKS CONSULTANTS

- J. CONSIDERATION OF RESOLUTION ASSIGNING INVESTMENT ADVISORY SERVICES AGREEMENT WITH PFM ASSET MANAGEMENT LLC (PFMAM) TO U.S. BANCORP ASSET MANAGEMENT, INC. (USBAM) (pg. 126)

Proposed Action:

Move adoption of RESOLUTION CONSENTING TO ASSIGNMENT OF INVESTMENT ADVISORY SERVICES AGREEMENT WITH PFM ASSET MANAGEMENT, LLC TO U.S. BANCORP ASSET MANAGEMENT, INC.

Motion/Second: Ms. Hurt / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 8A

PUBLIC HEARING - CONSIDERATION OF RESOLUTION APPROVING ENERGY SERVICES AGREEMENT WITH ECOGREEN FOR ENERGY SERVICES AT WWTP. THE PROJECT AND ASSOCIATED ON-BILL FINANCING ARE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15061 "COMMON SENSE EXEMPTION" BECAUSE IT CAN BE SEEN WITH CERTAINTY THAT THEY WILL NOT CAUSE A SIGNIFICANT EFFECT ON THE ENVIRONMENT, AND THE PROJECT CONSISTS OF MINOR ALTERATION TO EXISTING LIGHTING IN SVCW-OWNED FACILITIES PURSUANT TO CEQA GUIDELINES SECTION 15301 "EXISTING FACILITIES". (pg. 128)

Proposed Actions:

- Opened Public Hearing at 8:28 am
- Closed Public Hearing 8:29 am

Motion/Second: Mr. Collins / Ms. Hurt

The Motion to Close the Public Hearing carried by Unanimous Vote

Move adoption of RESOLUTION OF THE COMMISSION OF SILICON VALLEY CLEAN ADOPTING REQUIRED FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 4217, APPROVING ENERGY SERVICES CONTRACT WITH ECOGREEN, AND AUTHORIZING ASSOCIATED PG&E ON-BILL LOAN FINANCING

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 8B

CONSIDERATION OF RESOLUTION AND MOTION APPROVING MASTER SERVICES AGREEMENT AND TASK ORDER FOR PLANNING SERVICES FOR THE STRATEGIC TREATMENT ADVANCEMENT ROADMAP PROJECT AND APPROVE TASK ORDER FOR NUTRIENT PROGRAM MANAGEMENT SERVICES (CIP #9402)

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING MASTER SERVICES AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES AND TASK ORDER SCOPE AND BUDGET FOR PLANNING SERVICES RELATED TO THE STRATEGIC TREATMENT ADVANCEMENT ROADMAP PROJECT (CIP #9402); IN AN AMOUNT NOT TO EXCEED \$1,159,955 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – HAZEN AND SAWYER
- ii. Move approval of TASK ORDER SCOPE AND BUDGET FOR NUTRIENT PROGRAM ADVISORY SUPPORT SERVICES RELATED TO THE STRATEGIC TREATMENT ADVANCEMENT ROADMAP PROJECT (CIP #9402) IN AN AMOUNT NOT TO EXCEED \$247,407 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – KENNEDY/JENKS CONSULTANTS

Motion/Second: Ms. Hurt / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 9

CLOSED SESSION – None

ITEM 10

RECONVENE IN OPEN SESSION – None

ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 8:50 am

Minutes prepared by Teresa A. Herrera
Reviewed by General Counsel

Alicia Aguirre, Secretary

AGENDA ITEM 7B

SVCW WARRANT REGISTER

SVCW Warrant Registers dated, August 6 – September 3, 2024, were scanned and a copy was emailed to Commissioners and Legal Counsel on October 9, 2024

AGENDA ITEM 7C

**CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342)
FINAL PROJECT ACCEPTANCE**

ISSUE

Final Acceptance of and Authorization to file Notice of Completion for the Chillers Replacement Project (Capital Project #0342)

BACKGROUND

Three chillers supply chilled water for use in Heating, Ventilation and Air Conditioning systems of the Lab Building, Maintenance Building, and Administration Building. Originally installed in 2011, the chillers have reached the end of their useful operational lifespans.

SVCW's Operating and Capital Expenditures Budget includes funding for Revenue-Funded Capital Expenditures. Revenue-funded projects are capital projects each with costs below \$1 million that can be completed within one year. In December 2022, staff engaged Brown and Caldwell to complete the design of the chiller replacement project with the intention to replace the chillers in-kind. In June 2023, SVCW pre-purchased replacement chillers due to long manufacturing lead-times for delivery.

This project was advertised on September 12, 2023, and bids were received on October 11, 2023. On November 13, 2023, the Commission awarded the construction contract to the lowest responsible bidder, Marina Mechanical Services in the amount of \$286,174.

DISCUSSION

The work was substantially completed on August 16, 2024. There was a total of four (4) change orders resulting in a credit of \$19,450, equating to -6.8% of the original contract amount. The primary reason this project resulted in an overall credit to the contract was due to lower-than anticipated costs for providing temporary cooling. The contract documents included a \$35,000 allowance for temporary cooling, based on previous project experience. During construction, the project team was able to develop a way to provide temporary cooling for approximately half the allowance amount, resulting in a credit of \$17,680. The remainder of the credit amounts were due to removal of minor scope items that SVCW Maintenance Staff can perform in-house.

The contractor has completed the subject work in accordance with the Plans and Specifications and staff recommends the work be accepted. The signed Substantial Completion Certificate is attached.

CLIMATE EFFECTS

Replacing worn-out chiller units increases efficiency, saving power and lowering fugitive emissions.

FINANCES

The project is funded by the Revenue-Funded Capital line item in the Operating Budget, allocated at \$750,000. As of August 2024, a total of \$752,463 has been expended. The slight overage can be absorbed by the overall Revenue-Funded Capital budget.

RECOMMENDATION

Move approval of MOTION TO ACCEPT THE CHILLERS REPLACEMENT PROJECT (CAPITAL PROJECT #0342) AND AUTHORIZE FILING NOTICE OF COMPLETION – MARINA MECHANICAL SERVICE

**Silicon Valley Clean Water
Chiller Replacement Project (Project #0342)
SUBSTANTIAL COMPLETION CERTIFICATE**

The following portions of the Chiller Replacement Project are accepted as Substantially Complete in accordance with Specification Sections 00700-8.6 and 00800-1.5 and as defined herein.

As of August 16, 2024, these portions of the Project are accepted:


1. All work on the Project including as noted below:
 - a. All work on the attached Punch List, dated August 16, 2024.

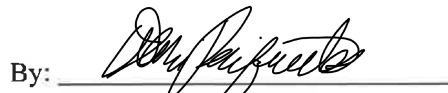
As of the above dates the following responsibilities are agreed to:

1. Authority:
 - a. The Authority assumes responsibility for security, maintenance (except as noted below), heat, utilities, damage to the Work (except as caused by the Contractor's actions) and insurance for the facilities.
2. Trinet Construction:
 - a. The Contractor shall maintain and provide proof of insurance as required by Specification Section 00800-3.1.4 for all work required to complete the Punch List and for five years following Final Completion as required by Specification Section 00800-3.2 or as otherwise referenced in the technical specifications.
 - b. The Contractor shall be responsible for repairs or maintenance, as necessary, until the Contractor has submitted, and the Authority has accepted all Record Documents and Operation & Maintenance Manuals.
 - c. The Contractor shall work in an expeditious manner to complete the remaining work and administrative requirements on the Project including the items on the Punch List, dated August 16, 2024, within sixty (60) days from the date of this certificate.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents. The one-year (365 Calendar Days) warranty for the accepted Work shall commence per Specification Section 01740-1.0 on the date of Acceptance by Silicon Valley Clean Water.

The undersigned hereby acknowledge agreement to the above provisions:

By: 
Kurt Pederson
Project Manager
Marina Mechanical Services

By: 
Demi Pacifuentes, P.E.
Construction Manager
Tanner Pacific, Inc.

Date: 9-10-2024

Date: 9/10/2024

AGENDA ITEM 8A

**SOLIDS HANDLING BUILDING
SWITCHGEAR BATTERY REPLACEMENT PROJECT (CIP #9247)
AWARD CONSTRUCTION CONTRACT**

ISSUE

Award Construction Contract for Solids Handling Building Switchgear Battery Replacement Project (CIP #9247)

BACKGROUND

The Solids Handling Building (SHB) houses an electrical switchgear system which safely distributes electricity to equipment on the east side of the treatment plant. Equipment includes digester mix pumps, rotary drum thickeners, fan filter presses, final effluent pumps, and all associated ancillary support systems (valves, motors, conveyors, etc).

A switchgear is a series of panels that contain switches, breakers, and other equipment that control, protect, and isolate power systems. Switchgears must operate continuously to maintain safety and reliability of the treatment processes. The treatment plant electrical system normally operates in parallel with the electric utility, PG&E. During a PG&E power outage, stand-by generators are used to provide electricity to the WWTP. During the period where the plant loses PG&E power and the stand-by generators startup, an auxiliary battery system is used to provide power for the switchgear breakers to remain operable. The presence of the low-voltage auxiliary battery system is critical for the safety of operating personnel and is a standard across the industry.

Staff were performing routine maintenance involving periodic testing of the battery system when they discovered that the existing battery system is failing. Staff contacted the battery supplier and discovered that they are outdated, no longer manufactured, and replacement in-kind is not possible. Additionally, the existing system has no redundancy so that, when a battery fails, the entire system becomes inoperable. To replace the auxiliary battery system, a complete redesign is necessary.

DISCUSSION

In March 2024, SVCW staff initiated a Task Order with Beecher Engineering, Inc. (BEI) to complete design and construction support services to replace the SHB Switchgear Battery system. BEI is an electrical engineering firm with many years' experience and deep knowledge of SVCW's electrical system.

In July 2024, BEI completed the design and prepared bid documents for the project. The project scope includes deployment of a temporary battery system, removal of the existing battery system, reconfiguration of the system wiring and housing, and installation and commissioning of the new battery system. The project was publicly advertised for bids on August 5, 2024, and a mandatory pre-bid conference and site-walk took place on August 14, 2024, attended by several interested construction firms. Bids were due on September 26, 2024, and 2 bids were received. The bid summary sheet is attached. D.W. Nicholsonm (DWN) submitted the lowest bid in the amount of \$669,500. The Engineer's Estimate of Probable Cost for construction was \$1,200,000.

Due to the large discrepancy between the engineer's estimate and the bid, SVCW engineering staff followed up with BEI to re-examine the cost estimate. BEI had made assumptions on some elements of the battery equipment costs that turned out to be overly conservative. BEI's estimate of the equipment cost was much higher than the final amount quoted by equipment suppliers to the bidders.

DWN has performed a large amount of work at SVCW and is familiar with SVCW's electrical system. They are a highly competent contractor whose work product is excellent. SVCW reached out to D.W. Nicholson to discuss their bid amount and they expressed confidence that they can perform the work for the amount bid.

CLIMATE EFFECTS

There are no anticipated direct effects to climate from this action.

FINANCIAL IMPACT

The Project is funded under CIP #9247 – SHB Electrical Rehabilitation, which has a total allocated budget of \$4.37 million. As of August 2024, \$148,842 has been expended and a budget of \$4.23 million remains.

RECOMMENDATION

Move adoption of RESOLUTION APPROVING CONSTRUCTION CONTRACT DOCUMENTS FOR THE SHB SWITCHGEAR BATTERY REPLACEMENT (CIP# 9247); ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER; 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 (\$669,500) – D.W. NICHOLSON CORPORATION

SVCW
SHB Switchgear Battery Replacement Project, CIP# 9247
Bidders Checklist
Thursday, September 26, 2024; 2:00 PM PST



Name of Bidder	Addenda (3)	Bid Schedule	Site Visit Affidavit	Bid Security Bond	Schedule of Major Equip	Designation of Subcontractors	Experience and Quals	Elec Sub Quals	Noncollusion Affidavit	Acknowledgement of Insurance Regs	Safety Compliance Affidavit	Total Bid Amt.
	1,2,and 3	Section 00 41 00	Section 00 43 00	Section 00 43 13	Section 00 43 33	Section 00 43 36	Section 00 45 13	Section 00 45 14	Section 00 45 19	Section 00 45 21	Section 00 45 22	
1 DW Nicholson Corp.	X	X	X	X	X	X	X	X	X	X	X	\$669,500.00
2 Blocka Construction Inc.	X	X	X	X	X	X	X	X	X	X	X	\$944,000.00
3												
4												
5	** Pending Commission Approval. Next Commission meeting is scheduled for Monday,October 14,2024.											

AGENDA ITEM 8B

STAFFING CHANGES WITHIN SILICON VALLEY CLEAN WATER**ISSUE**

Create a New Position of Regulatory Compliance Officer; Change Limitation on Senior Positions in Laboratory and Environmental Services Divisions; Reflect Changes in SVCW Personnel Resolution 77-6

BACKGROUND**Regulatory Compliance**

Silicon Valley Clean Water (SVCW) operates under many regulatory and accreditation requirements, most but not all of which are reflected in various permits. Each permit/regulation requires substantial record-keeping and reporting. Currently active permits and pertinent regulations are:

- National Pollution Discharge Elimination System (NPDES) overseen by the Regional Water Quality Control Board
- Title 22 Recycled Water overseen by the State Water Resources Control Board.
- Permits to Operate (various) overseen by the Bay Area Air Quality Management District
- Biosolids 503 Regulatory Permit overseen by the U.S. EPA
- California Environmental Laboratory Accreditation Program (ELAP) as reflected in California Code of Regulations.
- Sewer System Management Program (SSMP) overseen by State Water Resources Control Board
- Pretreatment Standard Specifications overseen by EPA via Regional Water Quality Control Board
- Hazardous Materials and Waste Handling overseen by State Department of Toxic Substances Control via San Mateo County Environmental Health Services

At any given time, regulations and legislation are being considered and/or passed that affect SVCW and its operations. Currently, existing staff in various divisions take lead on the broad swath of regulations but this is an ineffective way to manage regulatory compliance, and insufficient attention is given to upcoming/pending requirements. Most wastewater agencies have a dedicated person – or team of people – whose sole function is regulatory compliance. SVCW has never had such a position, and the Manager now considers such a position is vital to ensure the agency is best poised to not only meet existing regulatory requirements but to also be involved in regulations' development.

Senior-Level Positions

SVCW has senior-level positions in its Operations and Maintenance Divisions and encourage staff to gain the knowledge, skills, certifications, and experience to move into senior positions. For Operations and Maintenance, there are no limitations on the number of staff in senior positions. In the Laboratory and Environmental Services Divisions there is a limitation that only one person within each of these two divisions can be promoted into senior positions.

SVCW is undergoing significant changes in the workforce with retirements occurring at an increasingly rapid pace. Putting this into context, since 2020 60% of SVCW's workforce has been replaced; there have been 52 new hires to replace exiting staff and in the last year alone, there have been 12 new hires to replace exiting staff (number of total staff is 87). The changing workforce provides both challenges and opportunities for the agency, most critically in promotional opportunities for staff.

The limitation of senior-level positions in the Laboratory and Environmental Services restrict management in assigning new roles and responsibilities amongst staff. Specifically, it restricts the type of work that staff can be asked to perform which, in turn, limits the effectiveness and amount of work that can be accomplished. Additionally, it harms staff morale because the potential for advancing within SVCW is restricted and the only way for motivated staff to advance within their profession is to leave the agency. Finally, in restructuring efforts for these divisions, the SVCW Manager has opted to delete a supervisory position in the Laboratory while changing the QA Manager role slightly. Expanding senior positions provides opportunity for enabling existing staff to advance, gain more experience, take on different responsibilities, and accomplish tasks that would otherwise not be able to be accomplished.

DISCUSSION

Regulatory Compliance Officer Position

SVCW will soon be subjected to two new impactful regulations. One is the recently received Nutrient Watershed Permit and the other is related to Contaminants of Emerging Concern (CECs), most notably, Per- and Polyfluoroalkyl compounds (known as "PFAS") which have been highlighted in the national and local news media over the past several years. The Nutrient Watershed Permit will require extensive reporting to the Water Board over the next 10+ years. The CECs/PFAS issue is widespread and will have significant impact on how SVCW – and other treatment plants – handle its biosolids. Additionally, as SVCW embarks on its potable water reuse program, substantial monitoring and reporting requirements will need to be adhered to. These regulations, alone, pose challenges to current staff's ability to keep abreast of and meet requirements. To adequately comply with – and influence – regulations, more attention to them is needed and a Regulatory Compliance Officer would successfully meet this challenge.

JOB TITLE:

Regulatory Compliance Officer

EXAMPLE OF DUTIES:

- Manage the agency's National Pollutant Discharge Elimination System (NPDES), Air Compliance Program, and all other regulatory permits under which SVCW operates.
- Collaborate with various Divisions within SVCW to obtain data for reporting requirements.
- Stay updated on upcoming and proposed regulatory changes to ensure advance planning can be achieved to meet new requirements.
- Participate in pertinent industry organizations which seek to protect the interests of the wastewater industry and SVCW.

PROPOSED SALARY RANGE:
\$14,138 - \$17,185 per month.

The proposed salary range is equivalent to the Capital Improvement Program Manager position within SVCW's Professional category. This range is lower than the positions of Senior Capital Improvement Program Manager, Engineer, and Senior Engineer positions while higher than the Professional category positions of Financial Analyst, Business Operations Associate, and Business Analyst. Eight other Bay Area wastewater agencies' positions were analyzed to determine the appropriate salary range. In all the agencies, this position is in the management classification and five of the eight agencies had higher salary range than proposed herein. While this position will involve interactions both inside and outside of SVCW as well as having a relatively high level of responsibility, the SVCW Manager does not recommend that this position be a management position. The proposed SVCW salary range, though lower than other agencies, should be adequate to ensure a satisfactory pool of applicants. If adequate interest and experienced applicants are not generated by the job announcement, the Manager will report back to the Commission possibly seeking a change in category and salary range.

Adding a person to the overall number of staff will result in a total of 88 full time employees. The Manager is sensitive to adding headcount and only recommends additions when the mission of SVCW has potential for negatively being affected. The number of staff has remained constant for the past 8 years, only increasing in 2017 when the RESCU program and other large CIP projects began. Staff added at that time are not funded via SVCW's operating budget, but, rather, are funded from the various CIP project budgets which, in turn, are funded via low-cost loans from the State Water Board and/or WIFIA. Moving forward, funding these project-oriented staff through the respective CIP project budgets will continue. Prior to 2017, the number of staff had remained relatively constant since 2011.

Senior Laboratory and Environmental Services Positions

Currently there are four Laboratory Analysts, one Senior Laboratory Analyst, and one QA Officer. There is also a Laboratory Director and a Laboratory Supervisor. The current Laboratory Director recently retired and the existing QA Officer was promoted into the Director position. This left a vacancy in the QA Officer position which will be filled by the current Laboratory Supervisor; the supervisor position will be left vacant. There are duties previously filled by the exited Director, the previous QA Officer, and the previous Supervisor that still need to be accomplished. After careful analysis, the Manager has concluded that, a way to ensure that the Laboratory remains in compliance with all its regulatory requirements and remains capable of handling treatment process needs is to enable more than a single staff person to be Senior Laboratory Analyst. A Senior position allows the person to be assigned higher complexity-level tasks, to work independently, and to make decisions appropriate to that position level. Taking the limit off the number of Senior-level positions enables the Manager to leave the Supervisor position vacant and allows for professional advancement among the current laboratory staff.

There are 3 Environmental Services staff members, one is a Senior Environmental Compliance Inspector, one is a Water Quality Specialist who was “grandfathered” in after 2013 union negotiations, and one is an Environmental Compliance Inspector. Union negotiations changed position titles and lowered salary ranges for staff in this division for anyone hired after 2013. Later union negotiations restricted the number of Senior positions. Historically, this division’s responsibilities have been focused on inspections (SVCW’s Pretreatment program and FOG and stormwater inspections for member agencies¹) and public outreach required by SVCW’s NPDES permit.

While inspections are and will remain the core function of the Environmental Services Division, the Manager is seeking ways to reconfigure this division’s scope and responsibilities. Broader roles for staff in this division would provide opportunities for them to expand their knowledge, experience, and job satisfaction as well as to allow the agency to capitalize on existing knowledge. For example, the Environmental Compliance Inspector joined SVCW in 2020 and brings with them significant experience, new ideas, and high enthusiasm. However, since they are not at Senior level, the agency is restricted on how we can best use their talents. They are capable of working independently, making decisions, and initiating improvements. If more than one Senior position is available in this division, the Manager can make staff’s focus and responsibilities work more effectively meet agency needs. It should be noted, however, that the current staff is spread very thinly, and it is highly likely that the Manager will seek to add headcount in this division in the future. Removing the limit on Senior positions, however, will enable the Manager more flexibility overall and is an important first step in reconfiguring this division’s role.

Changing the limit on number of staff who can move into Senior-level positions for the Laboratory and Environmental Services Divisions requires negotiation with the Union (Stationary Engineers, Local 39) as these are represented positions. Discussions with the Local 39 Union Representative have been held and a draft side letter has been prepared. Presuming Commission approval, the appropriate signatures will be gathered on the side letter which will become part of the five-year Memorandum of Understanding between SVCW and Local 39.

The high amount of staff turnover and expanding regulatory requirements provide opportunities for the agency. The Manager consistently seeks ways in which to organize staff and the various divisions to effectively and efficiently meet SVCW’s mission and vision. Over the past 5 years, their attention has been on succession planning which involves not only replacing staff who are exiting the agency but also the overall organization and functioning of each division and position. The recommended changes presented herein will provide the flexibility and resources that the Manager deems necessary to meet succession planning goals and ensure the agency remains at its height of excellence.

¹ work SVCW staff does for member agencies is reimbursed by the respective agency

CLIMATE EFFECTS

While there are no direct effects to the climate, having a person to focus on current and upcoming environmental regulations will facilitate SVCW's ability to remain in compliance.

FINANCES

A mid-year operating budget adjustment is not being requested at this time as the intention will be to fill the Regulatory Compliance Officer position in the next fiscal year. If the ideal candidate arises prior to July 1, 2025, there are enough changes to existing staff moving into new positions at lower levels of the respective salary ranges to absorb into the current budget.

The creation of this job position will increase the headcount at SVCW. The impact to the operating budget will depend on the actual pay level the individual is hired at from the pay rates being proposed for said position.

RECOMMENDATION

- i. Move adoption of RESOLUTION ESTABLISHING RATES OF PAY FOR PROFESSIONAL EMPLOYEES OF SILICON VALLEY CLEAN WATER AND RESCINDING AND RESTATING CERTAIN PROVISIONS OF RESOLUTION NO. SVCW 24-27 AND RESCINDING ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH
- ii. Move adoption of RESOLUTION AMENDING SECTION 6 OF RESOLUTION NO. SVCW 77-6, THE SVCW PERSONNEL RESOLUTION, RELATED TO CLASSIFICATION OF POSITIONS AND RESCINDING RESOLUTION NO. SVCW 24-28 AND ANY AND ALL OTHER RESOLUTIONS OR PROVISIONS THEREOF IN CONFLICT HEREWITH
- iii. Move adoption of RESOLUTION APPROVING UPDATED CONSOLIDATED PAY SCHEDULE FOR ALL REPRESENTED AND UNREPRESENTED EMPLOYEES OF SILICON VALLEY CLEAN WATER FOR FISCAL YEAR 2024-2025 AND RESCINDING RESOLUTION NO. SVCW 24-29

Silicon Valley Clean Water Negotiated Pay Scale
Stationary Engineers Local 39

Fiscal Year: 2024-25
 Cost-of-Living Adjustment: 4.5%

General Represented Employees (hourly)

Class 0 Positions	Codes	A0	B0	C0	D0	E0	F0	G0
Senior Operator	D130	\$ 57.99	\$ 60.89	\$ 63.90	\$ 67.12	\$ 71.19	\$ 74.01	\$ 77.70
Operator	D400	\$ 46.35	\$ 48.69	\$ 51.09	\$ 53.67	\$ 56.40	\$ 59.21	\$ 62.13
Senior Plant Mechanic	D200	\$ 55.89	\$ 58.70	\$ 61.61	\$ 64.66	\$ 67.94	\$ 71.32	\$ 74.91
Senior Plant Mechanic - Electrician	D250	\$ 59.74	\$ 62.73	\$ 65.86	\$ 69.14	\$ 72.64	\$ 76.26	\$ 80.08
Senior Instrumentation Technician	D230	\$ 59.74	\$ 62.73	\$ 65.86	\$ 69.14	\$ 72.64	\$ 76.26	\$ 80.08
Senior Plant Mechanic - Control Systems Technician	D260	\$ 62.72	\$ 65.89	\$ 69.15	\$ 72.59	\$ 76.27	\$ 80.07	\$ 84.08
Plant Mechanic	D450	\$ 42.98	\$ 45.14	\$ 47.41	\$ 49.82	\$ 52.32	\$ 54.91	\$ 57.64
Plant Mechanic - Electrician	D460	\$ 42.98	\$ 45.14	\$ 47.41	\$ 49.82	\$ 52.32	\$ 54.91	\$ 57.64
Instrumentation Technician	D440	\$ 42.98	\$ 45.14	\$ 47.41	\$ 49.82	\$ 52.32	\$ 54.91	\$ 57.64
Plant Mechanic - Control Systems Technician	D470	\$ 45.13	\$ 47.40	\$ 49.78	\$ 52.30	\$ 54.95	\$ 57.66	\$ 60.53
Planner / Scheduler Assistant	D852	\$ 42.98	\$ 45.14	\$ 47.41	\$ 49.82	\$ 52.32	\$ 54.91	\$ 57.64
Facilities Maintenance Technician	D870	\$ 42.98	\$ 45.14	\$ 47.41	\$ 49.82	\$ 52.32	\$ 54.91	\$ 57.64
Water Quality Specialist *	D360	\$ 54.06	\$ 57.36	\$ 60.92	\$ 64.61	\$ 68.58	\$ 72.79	\$ 76.44
Senior Laboratory Analyst	D305	\$ 62.89	\$ 66.04	\$ 69.34	\$ 72.79	\$ 76.44	-	-
Laboratory Analyst II	D303	\$ 57.18	\$ 60.05	\$ 63.04	\$ 66.20	\$ 69.49	-	-
Laboratory Analyst I	D301	\$ 51.98	\$ 54.57	\$ 57.30	\$ 60.17	\$ 63.18	-	-
Senior Environmental Compliance Inspector *	D351	\$ 57.04	\$ 59.90	\$ 62.89	\$ 66.04	\$ 69.34	-	-
Environmental Compliance Inspector	D353	\$ 51.86	\$ 54.45	\$ 57.18	\$ 60.05	\$ 63.04	-	-
Pollution Prevention Specialist	D355	\$ 51.86	\$ 54.45	\$ 57.18	\$ 60.05	\$ 63.04	-	-
Materials Specialist	D703	\$ 55.37	\$ 58.22	\$ 61.18	\$ 64.18	\$ 67.39	-	-
Utility Worker	D850	\$ 39.79	\$ 41.99	\$ 44.28	\$ 46.73	\$ 49.29	-	-

Class 1 Positions	Codes	A1	B1	C1	D1	E1	F1	G1
Senior Operator	D131	\$ 59.16	\$ 62.08	\$ 65.18	\$ 68.47	\$ 72.61	\$ 75.49	\$ 79.24
Operator	D401	\$ 47.28	\$ 49.67	\$ 52.10	\$ 54.74	\$ 57.54	\$ 60.38	\$ 63.38
Senior Plant Mechanic	D201	\$ 57.00	\$ 59.88	\$ 62.85	\$ 65.95	\$ 69.30	\$ 72.75	\$ 76.40
Senior Plant Mechanic - Electrician	D251	\$ 60.93	\$ 64.00	\$ 67.16	\$ 70.52	\$ 74.09	\$ 77.78	\$ 81.68
Senior Instrumentation Technician	D231	\$ 60.93	\$ 64.00	\$ 67.16	\$ 70.52	\$ 74.09	\$ 77.78	\$ 81.68
Senior Plant Mechanic - Control Systems Technician	D261	\$ 63.97	\$ 67.19	\$ 70.53	\$ 74.05	\$ 77.80	\$ 81.67	\$ 85.76
Plant Mechanic	D451	\$ 43.84	\$ 46.05	\$ 48.36	\$ 50.80	\$ 53.38	\$ 56.02	\$ 58.80
Plant Mechanic - Electrician	D461	\$ 43.84	\$ 46.05	\$ 48.36	\$ 50.80	\$ 53.38	\$ 56.02	\$ 58.80
Instrumentation Technician	D441	\$ 43.84	\$ 46.05	\$ 48.36	\$ 50.80	\$ 53.38	\$ 56.02	\$ 58.80
Plant Mechanic - Control Systems Technician	D471	\$ 46.04	\$ 48.35	\$ 50.78	\$ 53.35	\$ 56.04	\$ 58.82	\$ 61.74
Planner / Scheduler Assistant	D853	\$ 43.84	\$ 46.05	\$ 48.36	\$ 50.80	\$ 53.38	\$ 56.02	\$ 58.80
Facilities Maintenance Technician	D871	\$ 43.84	\$ 46.05	\$ 48.36	\$ 50.80	\$ 53.38	\$ 56.02	\$ 58.80
Water Quality Specialist *	D361	\$ 55.14	\$ 58.50	\$ 62.16	\$ 65.92	\$ 69.96	\$ 74.25	\$ 77.97
Senior Laboratory Analyst	D306	\$ 64.15	\$ 67.35	\$ 70.72	\$ 74.25	\$ 77.97	-	-
Laboratory Analyst II	D304	\$ 58.32	\$ 61.24	\$ 64.30	\$ 67.51	\$ 70.88	-	-
Laboratory Analyst I	D302	\$ 53.02	\$ 55.68	\$ 58.45	\$ 61.38	\$ 64.45	-	-
Senior Environmental Compliance Inspector *	D352	\$ 58.16	\$ 61.10	\$ 64.15	\$ 67.35	\$ 70.72	-	-
Environmental Compliance Inspector	D354	\$ 52.91	\$ 55.54	\$ 58.32	\$ 61.24	\$ 64.30	-	-
Pollution Prevention Specialist	D356	\$ 52.91	\$ 55.54	\$ 58.32	\$ 61.24	\$ 64.30	-	-
Materials Specialist	D704	\$ 56.48	\$ 59.38	\$ 62.41	\$ 65.47	\$ 68.75	-	-
Utility Worker	D851	\$ 40.59	\$ 42.82	\$ 45.18	\$ 47.66	\$ 50.29	-	-

Class 0 - Employees not eligible for certification pay.

Class 1 - Employees achieving professional certification higher than specified for current classification qualify for certification pay per CLASS 1 salary schedule.

* Salary step "G" available only to Water Quality Specialists in Environmental Compliance Division as of 7/1/2013.

The Water Quality Specialist classification not available to new hires after June 30, 2013.

General Non-Represented Employees (hourly)	Codes	A	B	C	D	E
Lab Assistant	D550	\$ 25.71	\$ 26.97	\$ 28.33	\$ 29.76	\$ 31.25
Engineering Intern	E505	\$ 25.71	\$ 26.97	\$ 28.33	\$ 29.76	\$ 31.25
General Intern	E508	\$ 25.71	\$ 26.97	\$ 28.33	\$ 29.76	\$ 31.25

Confidential General Employees (hourly)	Codes	A	B	C	D	E	F	G
Accountant	E250	\$ 57.56	\$ 60.44	\$ 63.46	\$ 66.64	\$ 69.97	\$ 73.47	\$ 77.14
Accounting Technician	E200	\$ 42.56	\$ 44.68	\$ 46.92	\$ 49.27	\$ 51.75	\$ 54.32	\$ 57.04
Administrative Assistant	E100	\$ 51.11	\$ 53.67	\$ 56.37	\$ 59.18	\$ 62.13	\$ 65.24	\$ 68.49
Administrative Clerk	E175	\$ 35.78	\$ 37.57	\$ 39.47	\$ 41.43	\$ 43.50	-	-
Office Assistant	E150	\$ 30.53	\$ 32.06	\$ 33.67	\$ 35.37	\$ 37.13	-	-
Procurement Specialist	E702	\$ 55.37	\$ 58.14	\$ 61.05	\$ 64.10	\$ 67.31	\$ 70.67	\$ 73.76
Information System Analyst	E510	\$ 69.17	\$ 72.64	\$ 76.27	\$ 80.08	\$ 84.09	-	-
Information System Technician	E520	\$ 48.93	\$ 51.42	\$ 54.07	\$ 56.87	\$ 59.78	-	-

Professional Employees (monthly)	Codes	Minimum	Maximum
Senior Engineer	E500	\$ 17,671	\$ 21,480
Engineer	E501	\$ 14,472	\$ 17,584
Associate Engineer	E503	\$ 12,666	\$ 15,395
Senior Capital Improvement Manager	C902	\$ 17,671	\$ 21,480
Capital Improvement Program Manager	C903	\$ 14,138	\$ 17,185
Regulatory Compliance Officer	E410	\$ 14,138	\$ 17,185
Senior Information System Analyst	E530	\$ 13,322	\$ 16,192
Financial Analyst	E300	\$ 12,471	\$ 16,715
Business Analyst	E325	\$ 12,471	\$ 16,715
Business Operations Associate	E330	\$ 12,471	\$ 16,715
Laboratory Technical and Quality Assurance Officer	E400	\$ 12,471	\$ 16,715
Process Control Specialist	E450	\$ 12,471	\$ 16,715

Management Employees (monthly)	Codes	Minimum	Maximum
Manager	C100	\$ 36,037	\$ 36,037
Authority Engineer	C110	\$ 24,913	\$ 30,279
Chief Operating Officer	C120	\$ 25,584	\$ 31,097
Assistant Manager / Chief Financial Officer	C205	\$ 24,913	\$ 30,279
Maintenance Director	C261	\$ 19,641	\$ 23,873
Operations Director	C271	\$ 19,641	\$ 23,873
Engineering/Environmental Services Director	C181	\$ 19,641	\$ 23,873
Laboratory Director (Current)	C500	\$ 19,641	\$ 23,873
Environmental Services Director	C411	\$ 18,340	\$ 22,292
Laboratory Director (Vacant) ***	C501	\$ 18,340	\$ 22,292
Information Systems Director	C511	\$ 18,340	\$ 22,292
Administrative Services Director	C201	\$ 16,955	\$ 20,724
Human Resources Director	C208	\$ 16,955	\$ 20,724
Health and Safety Director	C191	\$ 16,955	\$ 20,724
Maintenance Supervisor	C300	\$ 14,850	\$ 18,050
Operations Supervisor	C400	\$ 14,850	\$ 18,050
Accounting Supervisor	C405	\$ 14,850	\$ 18,050
Laboratory Supervisor	C512	\$ 14,850	\$ 18,050
Environmental Services Supervisor	C420	\$ 14,850	\$ 18,050

*** This position applies to new hires on or after 7/1/2022.