

**MINUTES OF SILICON VALLEY CLEAN WATER
REGULAR MEETING – December 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

Staff, Consultants and Visitors Present

Teresa A. Herrera, SVCW Manager
Christine C. Fitzgerald, SVCW Legal Counsel
Matt Anderson, SVCW Chief Financial Officer/Assistant Manager
Jennifer Flick, SVCW Human Resources Director
Jessica Mangual, SVCW Secretary Pro Tem
Daniel Buenrostro, SVCW Chief Operations Officer
Monte Hamamoto, SVCW Chief Operations Officer (outgoing)
Arvind Akela, SVCW Engineering and Environmental Director
Jane Kao, SVCW Senior Engineer
Cindy Hui, SVCW Finance Supervisor
Kiki Newberry, SVCW Financial Analyst
Mark Minkowski, Kennedy Jenks
Bill Tanner, Tanner Pacific
Elmer Martinez-Saballos, City of Redwood City Council Member

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 how to handle holiday stress.

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

ITEM 6

MATTERS OF COMMISSION MEMBER'S INTEREST

Appreciation gifts were given to outgoing Commission members

ITEM 7

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

- A. APPROVAL OF MINUTES – November 11, 2024 – Regular Meeting

- B. CONSIDERATION OF MOTION APPROVING CLAIMS AND CHECKS DATED OCTOBER 15 – NOVEMBER 11, 2024, AND NECESSARY PAYMENTS THROUGH NOVEMBER 11, 2024

- C. CONSIDERATION OF MOTION APPROVING FINAL ACCEPTANCE AND AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR THE DECOMMISSION UNDERGROUND STORAGE TANK PROJECT (CIP #9268)

Proposed Action:

Move approval of MOTION TO ACCEPT THE DECOMMISSION UNDERGROUND STORAGE TANK PROJECT (CIP #9268) AND AUTHORIZE FILING NOTICE OF COMPLETION – CATALYST ENVIRONMENTAL, INC.

- D. CONSIDERATION OF RESOLUTION APPROVING AGREEMENT WITH BIOFORCETECH FOR SVCW BIOSOLIDS DRYING AND PYROLYSIS

Proposed Action:

Move adoption of RESOLUTION APPROVING SERVICES AGREEMENT WITH BIOFORCETECH

- E. CONSIDERATION OF RESOLUTION APPROVING \$68,190 DEPOSIT TO CALIFORNIA PUBLIC UTILITIES COMMISSION FOR SELF-GENERATION INCENTIVE PROGRAM APPLICATION

Proposed Action:

Move adoption of RESOLUTION APPROVING \$68,190 DEPOSIT TO CA PUC TO ACCOMPANY APPLICATION FOR SGIP

F. CONSIDERATION OF MOTION APPROVING TASK ORDER SCOPE AND BUDGET FOR DNS STRATEGIC PARTNERS PROJECT MANAGEMENT SERVICES

Proposed Action:

Move adoption of TASK ORDER SCOPE AND BUDGET FOR PROJECT MANAGEMENT SERVICES IN AN AMOUNT NOT-TO-EXCEED \$520,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – DNS STRATEGIC PARTNERS, LLC

G. CONSIDERATION OF RESOLUTION ADOPTING COMMISSION POLICY NO. 2024-01 ARTIFICIAL INTELLIGENCE

Proposed Action:

Move adoption of RESOLUTION APPROVING AND ADOPTING COMMISSION POLICY NO. 2024-01 “ARTIFICIAL INTELLIGENCE POLICY”

Motion/Second: Mr. Collins / Ms. Hurt

The Motion carried by Unanimous Vote

ITEM 8A

CONSIDERATION OF RESOLUTION AND MOTIONS APPROVING FOOD WASTE RECEIVING IMPROVEMENTS PROJECT (CIP #9257) STAGE 2 AMENDMENT AND CONSULTANT TASK ORDER

Proposed Action:

- i. Move adoption of RESOLUTION APPROVING STAGE 2 AMENDMENT TO THE ENERGY CONSERVATION CONTRACT AGREEMENT FOR FOOD WASTE RECEIVING IMPROVEMENTS PROJECT (CIP #9257) AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE– CDM CONSTRUCTORS INC. - \$8,562,274
- ii. Move approval of TASK ORDER SCOPE AND BUDGET FOR SYSTEM INTEGRATION SERVICES FOR THE FOOD WASTE RECEIVING IMPROVEMENTS PROJECT STAGE 2 (CIP #9257) IN AN AMOUNT NOT TO EXCEED \$155,477 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CID TECHNOLOGIES.
- iii. Move approval of INCREASE IN PROJECT BUDGET FOR THE FOOD WASTE RECEIVING IMPROVEMENTS PROJECT STAGE 2 (CIP #9257) TO \$11,730,000

Motion/Second: Ms. Hurt / Mr. Collins

The Motion carried by Unanimous Vote

ITEM 8B

CONSIDERATION OF RESOLUTION AND MOTIONS APPROVING STAGE 2 AMENDMENT TO THE DESIGN-BUILD AGREEMENT AND CONSULTANT TASK ORDERS FOR THE FINAL EFFLUENT PUMP STATION IMPROVEMENTS PROJECT (CIP #9223)

Proposed Actions:

- i. Move adoption of RESOLUTION APPROVING AMENDMENT 2 TO THE DESIGN BUILD AGREEMENT FOR FINAL EFFLUENT PUMP STATION IMPROVEMENTS PROJECT (CIP #9223) AND AUTHORIZING MANAGER TO APPROVE CONTRACT CHANGE ORDERS UP TO TEN PERCENT OF THE CONTRACT PRICE – W.M. LYLES CO. - \$9,533,259
- ii. Move approval of TASK ORDER SCOPE AND BUDGET FOR OWNER'S ADVISOR SERVICES FOR PUMP STATIONS IMPROVEMENT PROJECT (CIP #9223) IN AN AMOUNT NOT TO EXCEED \$181,400 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CDM SMITH INC.
- iii. Move approval of TASK ORDER SCOPE AND BUDGET FOR CONSTRUCTION QUALITY ASSURANCE SERVICES FOR FINAL EFFLUENT PUMP STATION IMPROVEMENTS PROJECT (CIP #9223) IN AN AMOUNT NOT TO EXCEED \$1,254,009 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – TANNER PACIFIC INC.
- iv. Move approval of TASK ORDER SCOPE AND BUDGET FOR CONTROL SYSTEM INTEGRATION SERVICES FOR FINAL EFFLUENT PUMP STATION IMPROVEMENTS PROJECT (CIP #9223) IN AN AMOUNT NOT TO EXCEED \$185,645 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CID INC.
- v. Move approval to TRANSFER \$3,200,000 FROM CIP #9600 TO CIP #9223 AND INCREASE THE BUDGET FOR CIP #9223 TO \$19,300,000

Motion/Second: Mr. Collins / Ms. Aguirre

The Motion carried by Unanimous Vote

ITEM 8C

CONSIDERATION OF RESOLUTIONS APPROVING NEW POSITION OF INFORMATION SYSTEMS SUPERVISOR

Proposed Action:

- 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 24-42 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 24-43 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 24-44

Motion/Second: Mr. Collins / Ms. Aguirre

The Motion carried by Unanimous Vote

ITEM 9

Closed Session was called to order at 8:58 am

ITEM 10

RECONVENE IN OPEN SESSION

Open Session reconvened at 9:34 am

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


ITEM 11

ADJOURN

There being no further business, the meeting adjourned at 9:35 am

Minutes prepared by Teresa A. Herrera

Reviewed by General Counsel



Jessica Mangual (Jan 22, 2025 19:01 PST)

Jessica Mangual, Secretary Pro Tem