



## **CALL TO ORDER**

A regular meeting of the Operations Committee was called to order by Committee Chair Bob Collacott on Wednesday, November 6, 2019 at 5:01 p.m. in the Administration Building. Director Massa-Lavitt led the Flag Salute.

## **DECLARATION OF QUORUM:**

A quorum was declared present, as follows:

- Present:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers
- Absent:** Phil Hawkins and Steve Jones

**Staff Present:** Jim Herberg, General Manager; Rob Thompson, Assistant General Manager; Lorenzo Tyner, Assistant General Manager; Celia Chandler, Director of Human Resources; Kathy Millea, Director of Engineering; Lan Wiborg, Director of Environmental Services; Kelly Lore, Clerk of the Board; Jennifer Cabral; Raul Cuellar; Don Cutler; Mike Dorman; Dean Fisher; Al Garcia; Hardat Khublall; Cortney Light; Jeff Mohr; Riaz Moinuddin; Adam Nazaroff; Nasrin Nasrollahi; Victoria Pilko; Tyler Ramirez; Don Stokes; and Eros Yong.

**Others Present:** Brad Hogin, General Counsel; Bob Ooten, Alternate Director (CMSD); Dan Bunce, Brown and Caldwell; and Austin Mejia, Supervisor Chaffee's office.

## **PUBLIC COMMENTS:**

None.

## **REPORTS:**

Chair Collacott announced that a revised agenda and late communication was provided to the Directors. He reminded the Committee of the upcoming GWRS Final Expansion Groundbreaking event on November 8, 2019 at noon. He also reminded the Committee of the upcoming holiday schedule for Board meetings.

Mr. Herberg did not provide a report.

**CONSENT CALENDAR:****1. APPROVAL OF MINUTES**[2019-641](#)**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Operations Committee held October 2, 2019.

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers**Noes:** None**Absent:** Phil Hawkins and Steve Jones**Abstentions:** None**2. QUARTERLY ODOR COMPLAINT REPORT**[2019-528](#)**Originator:** Rob Thompson

MOVED, SECONDED, AND DULY CARRIED TO:

Receive and file the Fiscal Year 2019/20 First Quarter Odor Complaint Report.

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers**Noes:** None**Absent:** Phil Hawkins and Steve Jones**Abstentions:** None**3. ANNUAL LANDSCAPE MAINTENANCE SERVICES CONTRACT**[2019-672](#)**Originator:** Rob Thompson

MOVED, SECONDED, AND DULY CARRIED TO:

A. Award a Service Contract to Tropical Plaza Nursery, Inc., for landscape maintenance services per Specification No. S-2019-1100BD, for the period of January 1, 2020 through December 31, 2020, for a total annual amount not to exceed \$152,420, with four one-year renewal options; and

B. Approve an annual contingency of \$15,242 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**4. PURCHASE OF THIRTY-SIX ELECTRIC CARTS**

[2019-676](#)

**Originator:** Rob Thompson

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

A. Award a Purchase Order to Southwest Material Handling for the purchase of 36 electric carts using US Communities Cooperative Contract EV2024-01 for a total amount not to exceed \$684,506; and

B. Approve a contingency of \$34,226 (5%)

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**5. LABORATORY BOILER BURNER REPLACEMENT AT PLANT NO. 1,  
PROJECT NO. MP-485**

[2019-653](#)

**Originator:** Kathy Millea

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

A. Receive and file Bid Tabulation and Recommendation for Laboratory Boiler Burner Replacement at Plant No. 1, Project No. MP-485;

B. Award a contract agreement to ODC Engineering & Technology for Laboratory Boiler Burner Replacement at Plant No. 1, Project No. MP-485, for an amount not to exceed \$283,000; and

C. Approve a contingency of \$28,300 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**6. UNINTERRUPTIBLE POWER SUPPLY IMPROVEMENTS AT PLANT NO. 1, PROJECT NO. P1-132** [2019-552](#)

**Originator:** Kathy Millea

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve a Professional Design Services Agreement with Tetra Tech, Inc. to provide engineering services for Uninterruptible Power Supply Improvements at Plant No. 1, Project No. P1-132, for an amount not to exceed \$784,680; and
- B. Approve a contingency of \$78,468 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**7. CAPITAL IMPROVEMENT PROGRAM CONTRACT PERFORMANCE REPORT** [2019-668](#)

**Originator:** Kathy Millea

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Receive and file the Capital Improvement Program Contract Performance Report for the period ending September 30, 2019.

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**NON-CONSENT:**

**8. PLANT NO. 2 MAIN SEWAGE PUMPS, VARIABLE FREQUENCY DRIVE, 10 YEAR PREVENTATIVE MAINTENANCE [2019-535](#)**

**Originator:** Rob Thompson

Assistant General Manager Rob Thompson introduced Engineering Manager Riaz Moinuddin who provided a brief introduction to and information regarding Item No. 8.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Approve Sole Source Purchase Order Contract with OneSource Distributors for performing the 10-year manufacturer recommended Preventative Maintenance (PM) on all seven of Plant No. 2 Main Sewage Pump Variable Frequency Drives for an amount not to exceed \$438,751, which includes the purchase of the full scope of supply, freight, and taxes; and
- B. Approve a contingency of \$43,876 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**9. PLANT NO. 2 MAIN SEWAGE PUMPS MOTOR OVERHAUL [2019-553](#)**

**Originator:** Rob Thompson

Engineering Manager Riaz Moinuddin provided a brief introduction to and information regarding Item No. 9.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Award a service contract to R.A. Reed Electric Company to provide Plant No. 2 Main Sewage Pump Motor Overhaul, Specification No. S-2019-1089BD, for a total amount not to exceed \$430,680; and
- B. Approve a contingency of \$43,068 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**10. CARBON CANYON PIPELINE SAG REPAIRS, PROJECT NO. FE17-01 [2019-515](#)**

**Originator:** Kathy Millea

Director of Engineering Kathy Millea introduced CIP Project Manager Hardat Khublall who provided a PowerPoint presentation regarding the project.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

- A. Receive and file Bid Tabulation and Recommendation for Carbon Canyon Pipeline Sag Repairs, Project No. FE17-01;
- B. Reject low bid from Creative Home Corporation (CHI Construction) as non-responsive;
- C. Award a construction contract to Mike Prlich and Sons, Inc. for Carbon Canyon Pipeline Sag Repairs, Project No. FE17-01, for a total amount not to exceed \$510,000; and
- D. Approve a contingency amount of \$51,000 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

**11. PRIMARY SEDIMENTATION BASINS NO. 6-31 RELIABILITY IMPROVEMENTS AT PLANT NO. 1, PROJECT NO. P1-133 [2019-521](#)**

**Originator:** Kathy Millea

Director of Engineering Kathy Millea introduced CIP Project Manager Victoria Pilko who provided a PowerPoint presentation.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

A. Approve a Professional Design Services Agreement with Carollo Engineers, Inc. to provide engineering services for Primary Sedimentation Basins No. 6-31 Reliability Improvements at Plant No. 1, Project No. P1-133, for an amount not to exceed \$1,219,667; and

B. Approve a contingency of \$121,967 (10%).

**Ayes:** Robert Collacott, Mariellen Yarc, Brad Avery, Allan Bernstein, Doug Chaffee, Lucille Kring, Sandra Massa-Lavitt, Tim Shaw, Jesus Silva, Fred Smith, David Shawver and John Withers

**Noes:** None

**Absent:** Phil Hawkins and Steve Jones

**Abstentions:** None

### **INFORMATION ITEMS:**

#### **12. CLIMATE RESILIENCY STUDY, PROJECT NO. SP-152**

[2019-682](#)

**Originator:** Kathy Millea

Director of Engineering Kathy Millea introduced Senior Engineer Nasrin Nasrollahi who provided an informative PowerPoint presentation on the Climate Resiliency Study including: Greenhouse Gas Emission Goals, climate science and forces, flooding and extreme heat, flow events, sea level rise, tsunami runup elevations, and recommendations to protect the treatment plants.

NO ACTION TAKEN AS ITEM WAS AN:

Information Item.

### **DEPARTMENT HEAD REPORTS:**

#### **CLOSED SESSION:**

None.

#### **OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:**

Board Chair Shawver thanked staff for the evening's presentations.

#### **BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:**

None.

**ADJOURNMENT:**

Chair Collacott declared the meeting adjourned at 5:49 p.m. to the meeting to be held on Wednesday, December 4, 2019 at 5:00 p.m.

Submitted by:

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Kelly A. Lore, MMC  
Clerk of the Board