

**MINUTES OF THE
SAN JOSE/SANTA CLARA
TREATMENT PLANT ADVISORY COMMITTEE**
City Hall, City Manager's Office, 17th Floor, Room 1734
Thursday, February 13, 2014 at 4:30 p.m.

1. **ROLL CALL**

Minutes of the Treatment Plant Advisory Committee convened this date at 4:30 p.m. Roll call was then taken, with the following members in attendance:

Committee members: Committee Chair Chuck Reed, Kansen Chu, Jose Esteves, John Gatto, Pat Kolstad, Jennifer Maguire, Jamie Matthews, Chuck Page

Absent: Committee member Madison Nguyen

Chair Reed introduced new Committee Member, Jennifer Maguire who is replacing Committee Member Ed Shikada.

2. **APPROVAL OF MINUTES**

- A. December 12, 2013
Item 2.A was approved.

3. **UNFINISHED BUSINESS/REQUEST FOR DEFERRALS**

4. **DIRECTORS REPORT**

- A. Directors Verbal Report:

Kerrie Romanow, Director, Environmental Services stated staff has been working closely with TAC members on validation efforts and progress on the Capital Program.

She also noted that the Environmental Services Department is making progress in hiring and will soon make offers to 6 Operators in Training. The candidates are all from within the City of San José.

On January 23, 2014 there was an arc flash at building 40 which caused a fire. Although no one was injured, there were some challenges with the life safety system so a consultant has been hired to investigate. Additionally, the Fire Department is working with staff on Facility inspections and emergency response.

Finally, staff would like to schedule a study session for TPAC members to discuss the biosolids transition options and get direction on where staff should focus their

efforts. She suggested that the April 10, 2014 meeting start earlier, at 2:00. The first portion of the meeting could be dedicated to the study session with the regular meeting to follow.

The Committee discussed and agreed to have a study session on April 10, 2014, from 2:00 pm to 4:30 pm followed by the regular TPAC meeting at 4:30 pm.

5. **AGREEMENTS/ACTION ITEMS**

A. **Master Agreement for O&M Engineering Service for Facility**

Staff Recommendation:

1. Approval of consultant Master Service Agreement with HydroScience Engineers, Incorporated for engineering support and services for the San José/Santa Clara Regional Wastewater Facility for various Operation and Maintenance (O&M) projects requiring engineering support and services on as needed basis for a period of one year from the date of execution for an amount not to exceed \$500,000, and up to three one-year options.
2. Adoption of a resolution authorizing the City Manager to exercise up to three one-year options to extend the term of the agreement for an amount not to exceed \$500,000 for each option term, and a total amount not to exceed \$2,000,000 for the initial term and all options, subject to the annual appropriation of funds.

The Master Agreement for O&M Engineering Service for Facility is scheduled for Council consideration on February 25, 2014.

David Wall, Public spoke on this item.

Motion by Committee Member Matthews, second by Committee Member Gatto to approve item 5.A. Item 5.A. was approved unanimously.

B. **Regional Wastewater Facility Program Start Up and Validation Efforts**

Staff Recommendation: Accept this report on the progress of the Program Management start-up and validation efforts of the San José-Santa Clara Regional Wastewater Facility CIP Program.

The Regional Wastewater Facility Program Start Up and Validation Efforts is scheduled for Council consideration on February 25, 2014.

Ashwini Kantak, Assistant Director, Environmental Services and John Buttz, Program Manager, MWH Consulting, gave a presentation.

David Wall, Public spoke on this item.

Motion by Committee Member Page, second by Committee Member Gatto to approve item 5.B. Item 5.B. was approved unanimously.

6. **OTHER BUSINESS/CORRESPONDENCE**

7. **STATUS OF ITEMS PREVIOUSLY RECOMMENDED FOR APPROVAL BY TPAC**

A. **Second Amendment to Agreement with ESA and J&S Joint Venture**

Approve the Second Amendment to the Agreement Between the City of San José and Environmental Science Associates, Inc. and Jones & Stokes Associates, Inc. doing business as ESA + J&S Joint Venture for California Environmental Quality Act support and other regulatory compliance services to amend the scope of services, and to increase the maximum compensation by \$179,672, for a not to exceed amount \$2,633,589 through the term of the contract ending June 30, 2014.

The Second Amendment to Agreement with ESA and J&S Joint Venture was approved by Council on December 17, 2013.

B. **Regional Wastewater Facility Staffing**

Accept this status report on the staffing situation at the San Jose-Santa Clara Regional Wastewater Facility.

The Regional Wastewater Facility Staffing was approved by Council on December 17, 2013.

C. **South Bay Water Recycling Update on Strategic Planning Effort**

Accept the progress report highlighting activities on the South Bay Water Recycling master planning activities.

The South Bay Water Recycling Update on Strategic Planning Effort was approved by Council on December 17, 2013.

D. **First Amendment to Citywide Security Guard Services Agreements**

Adopt a resolution to authorize the City Manager to execute the First Amendment to the Citywide Security Guard Services Agreements with First Alarm Security & Patrol Services (San Jose, CA) and National Security Industries * Services (San Jose, CA), to require each vendor to pay employees paid on an hourly rate consistent with the paid time off requirement pursuant to the City's Living Wage Policy 3-3 as amended on June 4, 2013.

The First Amendment to Citywide Security Guard Services Agreements was approved by Council on December 17, 2013.

E. Execute a Purchase Order with Jeffco Painting and Coating, Inc.

(a) Execute a Purchase Order with Jeffco Painting and Coating, Inc. (Vallejo, CA) for sandblasting and painting services at the San Jose-Santa Clara Regional Wastewater Facility (Wastewater Facility) for the period Decmeber 17, 2013 through December 16, 2014, with total compensation not to exceed \$400,000; and

(b) Exercise four additional one-year options to renew the Purchase Order, subject to the appropriation of funds.

The First Amendment to Citywide Security Guard Services Agreements was approved by Council on December 17, 2013.

Items 7 A-E were approved to note and file.

8. REPORTS

A. Open Purchase Orders Greater Than \$100,000 (including Service Orders)

The attached monthly Procurement and Contract Activity Report summarizes the purchase and contracting of goods with an estimated value between \$100,000 and \$1.08 million and of services between \$100,000 and \$270,000.

Item 8.A was approved to note and file.

9. MISCELLANEOUS

The next TPAC meeting is March 13, 2014, at 4:30 p.m. City Hall, City Manager's Office, 17th Floor, Room 1734.

10. PUBLIC COMMENT

David Wall, Public spoke on odors and accounting.

11. ADJOURNMENT

A. The Treatment Plant Advisory Committee adjourned at 5:08 p.m.



Chuck Reed, Chair
Treatment Plant Advisory Committee