

**MINUTES OF THE
SAN JOSÉ/SANTA CLARA
TREATMENT PLANT ADVISORY COMMITTEE**
City Hall, Council Chambers
Thursday, December 8, 2016 at 4:00 p.m.

1. ROLL CALL

Minutes of the Treatment Plant Advisory Committee convened this date at 4:06 p.m. Roll call was taken with the following members in attendance:

Committee Members: Jose Esteves, John Gatto, Steven Leonardis, Manh Nguyen, Pierluigi Oliverio, Dave Sykes

Absent: Pat Kolstad, Sam Liccardo, Teresa O'Neill

2. APPROVAL OF MINUTES

A. October 13, 2016

Item 2.A. was approved to note and file.

Ayes – 5 (Esteves, Leonardis, Nguyen, Oliverio, Sykes)

Nays – 0

Absent – 3 (Kolstad, Liccardo, O'Neill)

Abstain – 1 (Gatto)

3. UNFINISHED BUSINESS/REQUEST FOR DEFERRALS

4. DIRECTOR'S REPORT

- A. Director's Report (verbal)
- Monthly Progress Report

There were no items to report.

5. AGREEMENTS/ACTION ITEMS

- A. Broker, Administrative, and Claims Services to Implement an Owner Controlled Insurance Program for the San Jose – Santa Clara Regional Wastewater Facility Capital Improvement Program

Staff Recommendation: Accept the report on the Request for Proposal and adopt a resolution authorizing the City Manager to:

- (1) Negotiate and execute an agreement with Alliant Risk Services, Inc. to provide broker, claims, and administrative services to establish and maintain a multiline, rolling Owner Controlled Insurance Program for capital improvements at the San José – Santa Clara Regional Wastewater Facility for the term December 14, 2016 through December 13, 2021, with maximum compensation of \$900,000, subject to the appropriation of funds.

- (2) Exercise up to two five-year options to extend the term of the Agreement through December 13, 2031, with maximum compensation not to exceed \$245,000 annually, subject to the appropriation of funds.

This item is scheduled for consideration by the City Council on December 13, 2016.

On a motion made by Committee Member Esteves and a second by Committee Member Leonardis, TPAC recommended approval of staff's recommendation for Item 5.A.

Ayes – 6 (Esteves, Gatto, Leonardis, Nguyen, Oliverio, Sykes)

Nays – 0

Absent – 3 (Kolstad, Liccardo, O'Neill)

6. **OTHER BUSINESS/CORRESPONDENCE**

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

- A. San José – Santa Clara Regional Wastewater Facility Capital Improvement Program Semiannual Status Report

Staff Recommendation: Accept the semiannual progress report on the San José – Santa Clara Regional Wastewater Facility Capital Improvement Program for the period January through June 2016.

The progress report was approved by the City Council on October 25, 2016.

- B. Master Consultant Agreement with Brown and Caldwell Inc. for Engineering Services As Owner's Advisor for the 7758 – Digested Sludge Dewatering Facility

Staff Recommendations: Approve a Master Consultant Agreement with Brown and Caldwell to provide engineering services as owner's advisor for the 7758 – Digested Sludge Dewatering Facility at the San José – Santa Clara Regional Wastewater Facility from the date of execution through December 31, 2023, in a total amount not to exceed \$7,700,000, subject to the appropriation of funds.

The proposed recommendation was approved by the City Council on October 25, 2016.

- C. Actions Related to the Purchase Order for Mechanical Maintenance and Repair Services

Staff Recommendation: Adopt a resolution to authorize the City Manager to:

- (1) Execute a Purchase Order with Monterey Mechanical Company (Oakland, CA) to provide all labor, material, and equipment for mechanical maintenance and repair services for various wastewater treatment projects at the Regional Wastewater Facility for the term November 1, 2016 through October 17, 2017, in a total amount not to exceed \$290,000.
- (2) Exercise up to four one-year options to extend the term of the Purchase Order through October 31, 2021, for an aggregate maximum compensation amount of \$1,200,000, subject to the appropriation of funds.

The proposed recommendation was approved by the City Council on October 25, 2016.

D. Purchase of California Carbon Allowances

Staff Recommendation: Approve the Agreement between the City of San José and Vitol, Inc., which is approved by the California Air Resources Board for the purchase of California Carbon Allowances for the San José – Santa Clara Regional Wastewater Facility, as part of the California Cap-and-Trade Program, for an amount not to exceed \$310,000.

The proposed resolution was adopted by the City Council on October 25, 2016.

All items under Section 7 were approved to note and file.

Ayes – 6 (Esteves, Gatto, Leonardis, Nguyen, Oliverio, Sykes)

Nays – 0

Absent – 3 (Kolstad, Liccardo, O'Neill)

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 of services between \$100,000 and \$270,000.

Item 8.A. was approved to note and file.

Ayes – 6 (Esteves, Gatto, Leonardis, Nguyen, Oliverio, Sykes)

Nays – 0

Absent – 3 (Kolstad, Liccardo, O'Neill)

9. **MISCELLANEOUS**

- A. The next monthly TPAC Meeting is January 12, 2017, at 4:00 p.m., City Hall, Room 1734.

10. **OPEN FORUM**

11. **ADJOURNMENT**

- A. The Treatment Plant Advisory Committee adjourned at 4:08 p.m.



Sam Liccardo, Chair
TREATMENT PLANT ADVISORY COMMITTEE