

**MINUTES OF THE
SAN JOSÉ/SANTA CLARA
TREATMENT PLANT ADVISORY COMMITTEE**
San José City Hall, Virtual
Thursday, September 10, 2020 at 4:02 p.m.

1. ROLL CALL

Minutes of the Treatment Plant Advisory Committee convened this date at 4:02 p.m. Chair Liccardo called the meeting to order and asked for Roll Call. Roll call was taken with the following members in attendance:

Committee Members: Debi Davis, Dev Davis, Sam Liccardo, Carmen Montano, Paul Resnikoff, Dave Sykes, Kathy Watanabe, Lan Diep (4:04 p.m.)

2. APPROVAL OF MINUTES

A. May 28, 2020

On a motion made by Committee Member Montano and a second by Committee Member Watanabe, TPAC recommended approval of the minutes.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Liccardo, Montano, Resnikoff, Sykes, Watanabe)

Absent– 1 (John Gatto)

3. UNFINISHED BUSINESS/REQUEST FOR DEFERRALS

4. DIRECTOR'S REPORT

A. Director's Report (verbal)

1. CIP Monthly Reports
2. Update of COVID-19 Impacts to RWF
3. Update on Potential for Strategic Expansion of Water Reuse in San José
4. Update on Pond A-18 Sale and Legacy Lagoons Project

There were no questions or comments on any of the items in the Director's Report.

5. AGREEMENTS/ACTION ITEMS

A. Election of Chair

On a motion made by Committee Member Watanabe and a second by Committee Member Dev Davis, TPAC recommended approval of the nomination and election of Mayor Liccardo to continue as TPAC Chair.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Liccardo, Montano, Resnikoff, Sykes, Watanabe)

Absent– 1 (John Gatto)

B. Election of Vice Chair

On a motion made by Committee Member Debi Davis and a second by Committee Member Montano, TPAC recommended approval of the nomination and election of Kathy Watanabe as TPAC Vice Chair.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Liccardo, Montano, Resnikoff, Sykes, Watanabe)

Absent– 1 (John Gatto)

C. Recommendation to the City Council on Insurance Renewals for San José-Santa Clara Regional Wastewater Facility

Staff Recommendation:

Recommend that the City Council authorize the Director of Finance to:

- (a) Select and purchase City property and liability insurance policies for the Regional Wastewater Facility for the period October 1, 2020 to October 1, 2021, at a total cost not to exceed \$273,434, as well as an 18.0% contingency for additional property or assets scheduled, subject to the appropriation of funds with the following insurance carriers:
 - (1) Factory Mutual Insurance Company for Property Insurance, including Boiler & Machinery and TRIA Coverage;
 - (2) Beazley Syndicate 2623/623 at Lloyd's for Terrorism Insurance;
 - (3) Axis Surplus Insurance Company and RSUI Indemnity Company for \$15 million in excess flood insurance for locations in high and moderate hazard flood zones on a 50/50 quota share basis; and,
 - (4) Gemini Insurance Company for Auto Liability Insurance for the vehicle fleets at the Regional Wastewater Facility.

Finance department staff member Miguel Bernal responded to questions from Committee Member Montano regarding insurance providers.

On a motion made by Committee Member Debi Davis and a second by Committee Member Montano, TPAC recommended approval of item 5. C.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Liccardo, Montano, Resnikoff, Sykes, Watanabe)

Absent– 1 (John Gatto)

- D. Amendments to Master Consultant Agreements with CDM Smith and Kennedy/Jenks for Engineering and Construction Management and Inspection Services for Projects at the San José-Santa Clara Regional Wastewater Facility Capital Improvement Program

Staff Recommendation:

- (a) Approve the second amendment to the Master Consultant Agreement (“MCA”) with CDM Smith, Inc. (“CDM”) for engineering and construction management services for the 7701 – Headworks Project to alter authorized travel expenses, align the agreement with Capital Improvement Program (“CIP”) standards, and extend the term from December 31, 2022 to December 31, 2023 with no increase to the maximum total compensation.
- (b) Approve the third amendment to the MCA with Kennedy/Jenks Consultants, Inc. (“K/J”) for construction management and inspection services for various capital improvement projects at the San José-Santa Clara Regional Wastewater Facility (“RWF”) to alter authorized travel expenses, with no extension to the term or increase to the maximum total compensation.

There were no questions or discussion on this item.

On a motion made by Committee Member Dev Davis and a second by Committee Member Debi Davis, TPAC recommended approval of item 5. D.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Liccardo, Montano, Resnikoff, Sykes, Watanabe)

Absent– 1 (John Gatto)

- E. 9438-Master Consultant Agreements with Parsons Transportation Group, Inc., HDR Engineering, CDM Smith Inc., Kennedy/Jenks Consultants, Inc. for Construction Management and Inspection Services at the San José-Santa Clara Regional Wastewater Facility Capital Improvement Program

Staff Recommendation:

Approve Master Consultant Agreements with Parsons Transportation Group, Inc., HDR Engineering, CDM Smith Inc., and Kennedy/Jenks Consultants, Inc. for construction management and inspection services for various capital improvement projects at the San José- Santa Clara Regional Wastewater Facility from the date of execution through June 30, 2026 in amounts not to exceed \$10,000,000 each, subject to the appropriation of funds.

There were no questions or discussion on this item.

On a motion made by Committee Member Debi Davis and a second by Committee Member Watanabe, TPAC recommended approval of item 5. E.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Liccardo, Montano, Resnikoff, Sykes, Watanabe)

Absent– 1 (John Gatto)

6. OTHER BUSINESS/CORRESPONDENCE

- A. Information Memorandum: Update on Pond A-18 Sale

7. STATUS OF ITEMS PREVIOUSLY RECOMMENDED FOR APPROVAL BY TPAC

- A. Report on Bids and Award of Construction Contract for 8868 – Advanced Facility Control and Meter Replacement – Phase 2 Project at the San José–Santa Clara Regional Wastewater Facility

Staff Recommendation:

Report on bids and award a construction contract for the 8868 – Advanced Facility Control and Meter Replacement – Phase 2 Project to the low bidder, Kiewit Infrastructure West Co., in the amount of \$7,046,100, including Add Alternate Items No. 1 through 5, and approve a 20 percent contingency in the amount of \$1,409,220.

This item was approved by the City Council on June 2, 2020.

- B. Amendment to Legal Services Agreement with Hawkins, Delafield & Wood LLP for Regional Wastewater Facility Capital Program

Staff Recommendation:

Approve a Fourth Amendment to the Legal Services Agreement with Hawkins, Delafield & Wood LLP, to extend the term of this agreement from June 30, 2020 through June 30, 2024, at no additional cost to the City, to support the San José-Santa Clara Regional Wastewater Facility Capital Improvement Program.

This item was approved by the City Council on June 2, 2020.

C. Proposed 2020-2021 O&M Budget

Staff Recommendation: TPAC approval of the San José-Santa Clara Regional Wastewater Facility Proposed 2020-2021 Operating & Maintenance Budget.

This item was approved by the City Council on June 16, 2020.

D. Proposed 2021-2025 CIP

Staff Recommendation: TPAC approval of the San José-Santa Clara Regional Wastewater Facility Proposed Five-Year 2021-2025 Capital Improvement Program.

This item was approved by the City Council on June 16, 2020.

8. REPORTS

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

Monthly Procurement and Contract Activity Reports summarizes the purchase and contracting between \$100,000 and \$1.3 Million for Goods and \$100,000 and \$320,000 for Services

Chair Liccardo noted there were no comments or questions on items in Section 7. or Section 8. from Committee Members or the public.

9. MISCELLANEOUS

A. The next TPAC Meeting is on **October 8, 2020, at 4:00 p.m.**, Virtual Meeting.

10. OPEN FORUM

Chair Liccardo noted there were no questions or comments from Committee

Members or the public.

11. **ADJOURNMENT**

- A. The Treatment Plant Advisory Committee was adjourned at 4:18 p.m.

A handwritten signature in blue ink, appearing to read "Sam Liccardo".

Sam Liccardo, Chair
TREATMENT PLANT ADVISORY COMMITTEE