



MINUTES OF THE SPECIAL MEETING OF THE DISTRICT BOARD OF THE RODEO SANITARY DISTRICT HELD ON JULY 23, 2019

The Board of Directors of the Rodeo Sanitary District met in special session at John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California.

President Batchelder called the meeting to order at 6:03 P.M.

- 1) **ROLL CALL** President Batchelder took the roll, and the following members were present:

DIRECTORS PRESENT Connie Batchelder, President
Janet Callaghan, Vice President
Maureen Brennan, Director
Richard Frakes, Director
Angela Noble, Director

ABSENT None

STAFF PRESENT Steven Beall, District Manager
Nancy Lefebvre, District Administrator
Carl Nelson District, Legal Counsel

OTHERS PRESENT Janna Coverston, Republic Services

- a) **PLEDGE OF ALLEGIANCE TO THE FLAG**

President Batchelder led the Pledge of Allegiance.

Prior to Public Comments Manager Beall requested the Board's approval to add another item to the agenda. The CSDA Board of Director's voting election deadline is August 9, 2019. The District's next board meeting is scheduled for August 13th, after the deadline.

MOTION by Callaghan, seconded by Frakes to add Item 8C CSDA Board of Director's Election to agenda. Motion passed by unanimous vote.

VOTE: AYES:5 NOES:0

- 2) **PUBLIC COMMENTS-Communication from the public on subjects not on the agenda.**- None

3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER-None**

Item 9 was taken out of order at this time in the meeting.

9) **PUBLIC HEARING**

Public Hearing to consider adoption of Resolution 2019-04 directing staff to place delinquent Solid Waste Charges on the Contra Costa County Property Tax Roll, Record Certificates of Unpaid charges to establish liens on property.

President Batchelder opened the Public Hearing at 6:05 P.M. Janna Coverston from Republic Services provided an updated Preliminary Lien list. There being no members from the public present there was a motion to close the hearing at 6:07 P.M.

MOTION: By Callaghan, seconded by Frakes to adopt Resolution 2019-04 approving and directing collection of delinquent solid waste charges on the Contra Costa County Tax Roll, and a lien recorded against the properties, as set forth in the packet with updated list. Motion passed by unanimous vote.

VOTE: AYES:5 NOES:0

4) **REPORTS**

a) District Manager:

Plant Operations: Staff are trying out a different kind of polymer and polymer mixer manufactured by Velodyne for our centrifuge. Tests are being conducted and data are being gathered to determine whether new unit and material will produce a drier biosolids at a lesser cost.

4 hours were spent pulling 51 gallons of rags from the headworks and grit pump.

Two high school interns Daphney Saviotti and Dillon Arias have started working part time for the District during summer break from John Swett High School.

Power Loss and Generator Failure Update: All equipment has been repaired or replaced and all systems are running normally. The District submitted a claim for \$25,903.45 to the Districts insurance company (claim attached). The loss is subject to a \$5,000 deductible.

Collection System Operation and Maintenance: There were no sewer service calls for the month of June 2019.

Sewer Year 4 Project Development: Vaqueros to Investment Investigation (includes subsurface infrastructure investigation and CCTV inspection of existing lines)-\$2,500
3rd Street to 4th Street Investigation (general discussion)-\$520

b) Counsel for the District: Counsel Carl Nelson reported on Assembly Bill AB 1672 Solid Waste: Flushable Products has failed, but is still alive. CASA is gathering data to try again in January 2020. This bill would require non-flushable products to be labeled clearly and conspicuously to communicate that they should not be flushed.

c) Secretary of the District: None

d) Board Members:

Administrative Committee- None

Budget and Finance Committee

July 22, 2019-C. Batchelder (Stipend), R. Frakes (Stipend)

Solid Waste Committee- None

5) **CONSENT CALENDAR-**

Staff Recommendation (Motion required): Adopt the consent calendar as recommended.

1. Expenditures for June 2019 were reviewed by the Budget Committee
2. June 2019 Financial Statements reviewed by the Budget Committee.

MOTION: By Frakes, seconded by Noble to approve the Consent Calendar. Motion passed by unanimous vote.

VOTE: AYES: 5 NOES:0

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION-None**

7) **OLD BUSINESS:**

A) **BAR SCREEN PROJECT UPDATE (DISCUSSION AND ACTION)**

Update under item 8A

B) CONOCO PHILLIPS REFINERY PROJECT (DISCUSSION AND ACTION)

At the request of the Board of Directors, a continuing discussion item will remain in the Board Packet until further notice. The discussion will revolve around the Conoco Phillips Refinery Project and risk to the District. No new information to be discussed

8) NEW BUSINES:

A) AWARD OF THE CONSTRUCTION CONTRACT FOR THE BAR SCREEN PROJECT (DISCUSSION AND ACTION)

The District advertised this project through a formal bidding process including advertising in the local newspaper and posting to local bid boards. One mandatory pre-bid meeting was held on June 21, 2019. Nine contractors and subcontractors attended the meeting and were eligible to bid. The bid opening was held on July 9, 2019 at 2 PM. Two bids were received on the project. The bids received included:

| Bidder | Base Bid Amount | Alternate Bid Amount |
|------------------------------------|-----------------|----------------------|
| Pacific Infrastructure Corporation | \$2,673,300 | \$175,000 |
| JMB Construction | \$2,733,050 | \$206,311 |

| | | |
|---------------------|-------------|-----------|
| Engineer's Estimate | \$2,790,000 | \$325,000 |
|---------------------|-------------|-----------|

| Item Number | Lump Sum Item Description | Lump Sum Amount PIC | Lump Sum Amount JMB |
|-------------|--|---------------------|---------------------|
| 1 | Completion of WORK associated with the Contract Documents excluding all work listed another bid items in this table and in the bid alternate table | \$2,190,000 | \$2,186,000 |
| 2 | Sheeting, shoring, and bracing, or equivalent method for protection of life and limb entrenches an open excavation | \$3,000 | \$15,000 |
| 3 | Modifications to existing grit tank and sludge pump room | \$180,000 | \$145,000 |
| 4 | Modifications to existing influent force means | \$150,000 | \$150,000 |
| 5 | Structural concrete repair is shown on Drawing S02 | \$25,000 | \$31,250 |
| 6 | Installation of drilled concrete piers under the new bar screen facility is shown on the drawings | \$90,300 | \$163,800 |
| 7 | Repair and reconstruction to existing facility affected by the work and all other | \$35,000 | \$42,000 |

| | | | |
|--------------|--|--------------------|--------------------|
| | work necessary to render the bar screen facility completed and operational | | |
| Total | Base Bid | \$2,673,300 | \$2,733,050 |
| Alternate | Procurement and installation of Bar Screen Number two and all associated controls and appurtenances as specified in 11332 and as indicated on the Drawings | \$175,000 | \$206,311 |
| Total | Base and Alternate Bid | \$2,848,300 | \$2,939,361 |

The apparent low bidder was Pacific Infrastructure Corp. Staff reviewed the bids and found no numerical discrepancies.

Pacific Infrastructure Corporation had excellent references and current licenses. This contractor has successfully performed previous construction projects for the District and completed the Wastewater Treatment Plan Improvements and Influent Pump Station Improvements as part of the Comprehensive WWMP projects. The contractor had no complaints registered over the past three-year period of record with the Better Business Bureau. Based on this review and their current work status with the District, staff recommends award of bid to Pacific Infrastructure Corporation.

MOTION: By Frakes, seconded by Noble to execute a contract with Pacific Infrastructure Corporation for Bar Screen Project (Bar Screen, Headworks, Electrical Room, Grit Tank) and Alternate Bid (Extra Bar Screen) in the amount of \$2,848,300. Work is to be completed within 400 calendar days from the start of construction. Construction is tentatively scheduled to start in August 2019. Motion passed by unanimous vote.

VOTE: AYES:5 NOES:0

B) RESOLUTION 2019-03 TRANSFER \$750,000 FROM GENERAL FUND 341400 CAPITAL OUTLAY FUND 344000 (DISCUSSION AND ACTION)

Board approval is necessary to transfer \$750,000 of Operations Reserve in the General Fund 341400 to the Capital Outlay Fund 344000 to partially fund the Bar Screen Project.

The District Board of Directors approved the F/Y 2019-2020 Capital Budget at the July 2, 2019 Special Board meeting. The requested budget of \$4,545.00 will potentially result in a spending deficit of \$1,457,000. The Board of Directors approved a one-time transfer of \$750,000 of the Operations Reserve (General Fund 314400) to the Capital Reserve (Capital Outlay Fund 344000) to partially fund the Bar Screen Project. Short-term impacts to both reserves are minimal.

MOTION: By Brennan, seconded by Frakes to adopt Resolution 2019-03 transfer \$750,000 from General Fund 341400 to Capital Outlay Fund 344000. Motion passed by unanimous vote. VOTE AYES:5 NOES: 0

C) CALIFORNIA SPECIAL DISTRICT BOARD OF DIRECTORS ELECTION (DISCUSSION AND ACTION)

The Board reviewed and discussed the candidates vying for the CSDA Board of Director's position.

MOTION: By Callaghan, seconded by Frakes to nominate Ryan Clausnitzer for the CSDA Board of Directors. Motion passed by unanimous vote.

Vote: AYES:5 NOES:0

9) PUBLIC HEARING-

Item 9 was taken out of order earlier in the meeting (see above)

10) COMMUNICATION

Relevant Communications to and from the District are included in the Board Packet.

11) CLOSED SESSION- CONFERENCE WITH LEGAL COUNSEL-- ANTICIPATED LITIGATION - (pursuant to Govt. Code §54956.9 (d) (2) because of significant exposure to litigation): (1 case)-NONE****

12) REPORT OUT OF CLOSED SESSION-Nothing to report.

13) SUGGESTIONS FOR FUTURE AGENDA ITEMS- None

14) ADJOURNMENT

Meeting adjourned at 7:22 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday August 13, 2019 at 6:00 P.M. John Swett Unified School District, 400 Parker Avenue, Rodeo, California.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District