COMMISSION OF THE SOUTH BAYSIDE SYSTEM AUTHORITY
JOINT POWERS AUTHORITY
REGULAR MEETING – THURSDAY, OCTOBER 10, 2013, 8:00 AM

Place: Pelican Conference Room
South Bayside System Authority
1400 Radio Road, 3rd Floor
Redwood City, California

COMMISSIONERS
COUNCIL MEMBER JEFF IRA, REDWOOD CITY – CHAIR
BOARD PRESIDENT RONALD W. SHEPHERD, WEST BAY SANITARY DISTRICT – VICE CHAIR
MAYOR ROBERT GRASSILLI, SAN CARLOS – SECRETARY
VICE MAYOR WARREN LIEBERMAN, PhD., BELMONT – MEMBER

MANAGER: DANIEL T. CHILD
ATTORNEY FOR THE AUTHORITY: DAVID E. SCHRICKER
CONTROLLER/TREASURER: BRIAN PONTY

AMERICANS WITH DISABILITIES ACT
In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SBSA at (650) 591-7121. Notification in advance of the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
   Any member of the public may address and ask questions of the Chair under this item relating to any matter within the Commission’s jurisdiction that does not appear as a separate item on the Agenda. An opportunity will be provided for members of the public to address the Chair and ask questions about any item that is listed on the agenda at the time the Commission considers the item and before action is taken. If you address the Commission on a non-agenda item, please be aware that the Ralph M. Brown Act (Gov. C. § 54950 et seq.) prohibits the Commission from acting on or discussing such matters at this meeting. Any such item may be referred to staff for a decision with regard to placing it on a future agenda for discussion, action or a report.
5. SAFETY MOMENT
6. CONSENT CALENDAR
7. ACTION ITEMS
A. CONSIDERATION OF MOTION TO APPROVE TASK ORDER NO. 2013-01 – CONTROL TECHNOLOGY INC.

Proposed Action: Move approval of CTI TASK ORDER NO. 2013-01 SCOPE AND BUDGET FOR AUTOMATION PROGRAM CONFIGURATION AND STARTUP SERVICES FOR COGENERATION ENGINE REPLACEMENT PROJECT (CIP #9154) IN AN AMOUNT NOT TO EXCEED $297,966 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – CONTROL TECHNOLOGY INC.

B. CONSIDERATION OF MOTION TO APPROVE RATIFICATION OF CONTRACT CHANGE ORDER FOR PLANT CONTROL/ADMINISTRATION BUILDING COMPLETION (CIP #9156) GMP LINE ITEM “EPOXY PAINTING REPAIR ALLOWANCE”

Proposed Action: Move approval of RATIFICATION OF CONTRACT CHANGE ORDER IN THE AMOUNT OF $287,973 AND INCREASE THE GMP LINE ITEM “EPOXY PAINTING REPAIR ALLOWANCE” BY UP TO $340,000 FOR A TOTAL GMP AMOUNT OF $5,899,654

C. CONSIDERATION OF MOTION AUTHORIZING MANAGER TO ISSUE A CONTRACT CHANGE ORDER FOR 48-INCH FORCE MAIN RELIABILITY IMPROVEMENT PROJECT (CIP #6001)

Proposed Action: Move approval of AUTHORIZATION FOR MANAGER TO ISSUE A CONTRACT CHANGE ORDER TO THE 48-INCH FORCE MAIN RELIABILITY IMPROVEMENT PROJECT – UNIT 1 (CIP #6001) IN AN AMOUNT OF $334,200 AND TO AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – POWER ENGINEERING CONSTRUCTION

D. CONSIDERATION MOTION TO APPROVE TASK ORDER NO. 2013-02 – THE COVELLO GROUP, INC.

Proposed Action: Move approval of TASK ORDER NO. 2013-02 SCOPE AND BUDGET FOR CONSTRUCTION MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED $9,660,000 – THE COVELLO GROUP, INC

E. CONSIDERATION OF RESOLUTION APPROVING CONTRACT DOCUMENTS AND BID FOR CONSTRUCTION OF THE SOLIDS PROCESS AUTOMATION PROJECT (CIP #8007, 8018, 8021)

CONSIDERATION OF MOTION TO APPROVE TASK ORDER NO. 2013-05 (BROWN AND CALDWELL)

Proposed Action:

(i) Move adoption of RESOLUTION APPROVING CONTRACT DOCUMENTS FOR CONSTRUCTION OF THE SOLIDS PROCESS AUTOMATION PROJECT (CIP #8007, 8018, 8021); ACCEPTING BID OF LOWEST RESPONSIBLE BIDDER, REJECTING ALL
OTHER BIDS; AND AUTHORIZING EXECUTION OF AGREEMENT, DIRECTING RETURN OF SECURITY DEPOSITS AND AUTHORIZING SBSA MANAGER TO APPROVE CHANGE ORDER UP TO TEN PERCENT OF THE CONTRACT VALUE FOR SAID PROJECT – (BID AMOUNT OF $11,149,000 – MONTEREY MECHANICAL CORPORATION)

(ii) Move approval of TASK ORDER NO. 2013-05 SCOPE AND BUDGET FOR ENGINEERING SERVICES DURING CONSTRUCTION FOR SOLIDS PROCESS AUTOMATION PROJECT (CIP# 8007, 8018, 8021) IN AN AMOUNT NOT TO EXCEED $420,000 AND AUTHORIZE MANAGER TO APPROVE UP TO TEN PERCENT CONTINGENCY FOR ADDITIONAL WORK ON AN AS-NEEDED BASIS – BROWN AND CALDWELL

F. CONSIDERATION OF MOTION TO ACCEPT CAPACITY ANALYSIS REPORT

Proposed Action: Move acceptance of CAPACITY ANALYSIS REPORT AND DIRECT STAFF TO MOVE FORWARD WITH SCHEDULING AND PRIORITIZING SPECIFIC RECOMMENDATIONS FOR FUTURE COMMISSION ACTIONS

8. CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
(Government Code §54956.8)
Property: 1700 Marsh Road, Menlo Park, CA
Agency Negotiator: Manager, South Bayside System Authority
Negotiating Parties: West Bay Sanitary District
Under Negotiation: Price, terms of payment

9. RECONVENE IN OPEN SESSION: announce action taken in Closed Session, if any.

10. MATTERS OF COMMISSION MEMBER’S INTEREST

A. Consideration of directing the SBSA Manager to develop a Job Description and Compensation Schedule for the position of Finance Manager and to return at the next regularly scheduled Commission meeting with an action item to add the Finance Manager position to the SBSA Resolution 77-6 and amend the current budget to reflect the addition of this position to the SBSA staff. (Requested by Commissioner Shepherd).

11. REPORTS

A. Manager’s Report (verbal)

B. Financial Reports
1. Warrant Register
   08/17/2013 – 08/30/2013
   08/31/2013 – 09/13/2013
2. Investment Report (hand out) August 2013

C. Engineering Projects – Status Report September 2013

12. ADJOURN
CONSENT CALENDAR

NOTICE TO PUBLIC

All matters listed under CONSENT CALENDAR are considered to be routine. There may be discussion on items on the CONSENT CALENDAR. All items will be enacted by one motion with a roll call vote unless members of the Commission, staff, or public request specific items be removed from the CONSENT CALENDAR for separate action.

6.  A.  APPROVAL OF MINUTES - Meeting of September 12, 2013

B.  CONSIDERATION OF RESOLUTION ACCEPTING FOURTH AMENDMENT TO COUNTY OF SAN MATEO AGREEMENT FOR SERVICES

CONSIDERATION OF MOTION TO AUTHORIZE INCREASE IN STAFFING BY ONE 30% FTE

Proposed Action:
(i)  Move adoption of RESOLUTION APPROVING THE FOURTH AMENDMENT TO THE COUNTY OF SAN MATEO AGREEMENT FOR SERVICES RELATING TO HARBOR INDUSTRIAL SEWER MAINTENANCE DISTRICT AND FAIR OAKS SEWER MAINTENANCE DISTRICT AND AUTHORIZE SBSA MANAGER TO EXECUTE THE FOURTH AMENDMENT TO THE COUNTY OF SAN MATEO AGREEMENT FOR SERVICES RELATING TO HARBOR INDUSTRIAL SEWER MAINTENANCE DISTRICT AND FAIR OAKS SEWER MAINTENANCE DISTRICT

(ii) Move approval to AUTHORIZE SBSA MANAGER TO INCREASE STAFFING WITH A 30% PTE IN THE ENVIRONMENTAL COMPLIANCE DEPARTMENT

C.  CONSIDERATION OF RESOLUTION DECLARING EXISTENCE OF EMERGENCY (REPAIR PLANT OUTFALL PIPE)

CONSIDERATION OF MOTION TO APPROVE EXPENDITURE OF FUNDS - POWER ENGINEERING

Proposed Action:
(i)  Move adoption of RESOLUTION DECLARING EXISTENCE OF EMERGENCY CONDITION REQUIRING IMMEDIATE EXPENDITURE OF FUNDS IN FURTHERANCE OF PUBLIC HEALTH, WELFARE AND SAFETY AND APPROVING AND RATIFYING EXECUTION OF CONTRACTS FOR OPERATION AND REPAIR OF ESSENTIAL PUBLIC FACILITIES RELATING THERETO – (REPAIR PLANT OUTFALL PIPE)

(ii) Move approval of EXPENDITURES UP TO $300,000 RELATED TO THE REPAIR OF THE PLANT OUTFALL PIPE FROM THE ANNUAL OPERATIONS AND CAPITAL BUDGET RESERVE FUND – POWER ENGINEERING
D. CONSIDERATION OF RESOLUTION DECLARING EXISTENCE OF EMERGENCY (REPAIR SBSA FORCEMAIN- BAIR ISLAND)

CONSIDERATION OF MOTION TO APPROVE EXPENDITURE OF FUNDS – POWER ENGINEERING

Proposed Action:
(i) Move adoption of RESOLUTION DECLARING EXISTENCE OF EMERGENCY CONDITION REQUIRING IMMEDIATE EXPENDITURE OF FUNDS IN FURTHERANCE OF PUBLIC HEALTH, WELFARE AND SAFETY AND APPROVING AND RATIFYING EXECUTION OF CONTRACTS FOR OPERATION AND REPAIR OF ESSENTIAL PUBLIC FACILITIES RELATING THERETO – (REPAIR SBSA FORCEMAIN – SEPTEMBER 2013)

(ii) Move approval of EXPENDITURES UP TO $125,000 RELATED TO THE REPAIR OF THE SBSA FORCEMAIN – BAIR ISLAND ROAD (POWER ENGINEERING)