

MINUTES  
BOARD OF WATER COMMISSIONERS  
OF THE CITY OF SAN BERNARDINO

REGULAR MEETING  
November 1, 2016  
Margaret H. Chandler Water Reclamation Plant  
399 Chandler Place  
San Bernardino, California  
9:30 a.m.

The Regular Meeting of the Board of Water Commissioners of the City of San Bernardino was called to order by President Callicott at 9:30 a.m. on November 1, 2016 in the Margaret H. Chandler Water Reclamation Plant, 399 Chandler Place, San Bernardino, California.

ROLL CALL: Roll call was taken by the Secretary with the following being present: President Callicott; Commissioners Valles, Fernández, and Hendrix; staff Aldstadt, Ohama, Claus, Guerrero, Shepardson, and Willoughby; Jason Ewert, City Attorney's Office; Patrick Sanchez, Sr. Business Systems Analyst; Elizabeth Razo, Sr. Administrative Coordinator.

Absent: Commissioner Mlynarski

1. CLOSED SESSION: President Callicott adjourned the Regular Meeting of the Board of Water Commissioners to a Closed Session. At 9:37 a.m., the Regular Meeting of the Board of Water Commissioners was recessed and a Closed Session was called to order in accordance with the following Government Code Sections:

- A. Conference with legal counsel – existing litigation – pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9: *In Re City of San Bernardino, California*, United States Bankruptcy Court, Central District of California (Riverside), Case No. 6: 12-bk-28006-MJ. *City of San Bernardino v. San Bernardino Valley Municipal Water District, et al.*, San Bernardino County Superior Court Case No. CIVDS1605532. *City of San Bernardino v. East Valley Water District*, San Bernardino Superior Court Case No. CIVDS 1608620.

No action was taken at this time.

ROLL CALL: Roll call was taken with the following present: President Callicott; Commissioners Valles, Fernández, and Hendrix; staff Aldstadt, Ohama, Claus, Guerrero, Shepardson, and Willoughby; Jason Ewert, City Attorney's Office; Elizabeth Razo, Sr. Administrative Coordinator.

Absent: Commissioner Mlynarski

ADJOURN CLOSED SESSION: At 10:14 a.m., the Closed Session of the Board of Water Commissioners adjourned to the Regular Meeting of the Board of Water Commissioners in the Water Department Board Room.

ROLL CALL: Roll call was taken with the following present: President Callicott; Commissioners Valles, Fernández, and Hendrix; staff Aldstadt, Ohama, Claus, Guerrero, Shepardson, and Willoughby; Jason Ewert, City Attorney's Office; Elizabeth Razo, Sr. Administrative Coordinator.

2. ANNOUNCEMENTS BY MEMBERS OF THE BOARD OF WATER

COMMISSIONERS: None

3. CONSENT CALENDAR: Upon motion by Commissioner Valles, duly seconded by Commissioner Hendrix, it was voted to approve the following Consent Calendar, Agenda Items 3A through 3G:

A. WAIVE FULL READING OF RESOLUTIONS: Waive full reading of the resolutions on the regular or supplemental agendas of the Board of Water Commissioners.

B. PAYROLL

	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Total</u>
Claims: 273915-274223			
Accounts Payable	\$461,258.63	\$629,910.00	\$1,091,168.63
Gross Payroll 10/03/16-10/16/16	<u>231,504.23</u>	<u>183,463.58</u>	<u>414,967.81</u>
TOTALS	<u>\$692,762.86</u>	<u>\$813,373.58</u>	<u>\$1,506,136.44</u>

Payroll for the pay period October 17, 2016 through October 30, 2016.

C. CONTRACTS AND BILLS: Contracts and bills presented at this meeting.

D. MINUTES: Amended minutes for October 4, 2016 and October 18, 2016.

E. 1. APPOINTMENT: Monica Sepulveda, Senior Office Assistant, Section 3020, Range 136, effective November 7, 2016. This position was in the budget and based on the needs and staffing for this section, the position was justifiable under the budget.

2. APPOINTMENT: Richard Hyle, Water Utility Worker III, Section 3043, Range 142, effective November 7, 2016. This position was in the budget and based on the needs and staffing for this section, the position was justifiable under the budget.

3. APPOINTMENT: Rudy Guzman, Water Reclamation Operations Superintendent, Section 4020, Range 276, effective November 7, 2016. This position was in the budget and based on the needs and staffing for this section, the position was justifiable under the budget.

4. APPOINTMENT: Joseph Hanford, Water Reclamation Process Control Supervisor, Section 4020, Range 261, effective November 21, 2016. This position was in the budget and based on the needs and staffing for this section, the position was justifiable under the budget.

5. APPOINTMENT: Israel Nuñez, SCADA Analyst, Section 4042, Range 163, effective November 21, 2016. This position was in the budget and based on the needs and staffing for this section, the position was justifiable under the budget.
  6. PROMOTION: Mark Lemus, Water Reclamation Senior Operator, Range 157, to Water Reclamation Lead Operator, Range 159, effective November 7, 2016. This position was in the budget and based on the needs and staffing for this section, the position was justifiable under the budget.
- F. NOTICE OF COMPLETION – CONTRACT NO. 1577 – MOUNTAIN ZONE 12” TRANSMISSION MAIN PROJECT (CO 10638): The final acceptance date of October 10, 2016. Staff was directed to file a Notice of Completion, and release the retention in accordance with Contract No. 1577.
- G. RESOLUTION NO. 901: A RESOLUTION OF THE BOARD OF WATER COMMISSIONERS OF THE CITY OF SAN BERNARDINO RECOGNIZING WAYNE FUNN FOR THIRTY-FOUR YEARS OF DEDICATED SERVICE TO THE CITY OF SAN BERNARDINO MUNICIPAL WATER DEPARTMENT.

*END OF CONSENT CALENDAR*

4. ADDITIONS TO THE AGENDA: None.
5. REQUEST TO APPROVE REHABILITATION AND RE-EQUIPPING OF RIX WELL XC-32 – WEBER WATER RESOURCES, LLC.: Extraction Well XC-32 was one of thirty-three (33) extraction wells at the Regional Tertiary Treatment Rapid Infiltration and Extraction (RIX) Facility, used to immediately extract the wastewater filtered through the RIX percolation basins.

In April 2016, the stainless steel head shaft of Well XC-32 broke (the head shaft had been in service for less than one year). The services of Best Drilling and Pump, Inc. (Best) were used to pull the pump and equipment from the well and perform a thorough inspection. A detailed inspection report was provided by Best for all equipment, but did not suggest a cause for the breakage. The broken shaft was submitted to Atlas Testing Labs for materials testing. The tests showed the shafts were consistent with, and met the specifications for, 416-Stainless Steel (416SST), as previously specified and installed. In the absence of determination or evidence of cause for the premature deterioration, Staff recommended replacement of the 416SST head shaft in kind.

Staff requested proposals from the five prequalified contractors (qualified under Specification No. 1640) to rehabilitate and re-equip RIX Well XC-32. Weber Water Resources, LLC. (Weber) was responsive and provided the lowest quotation in the amount of \$25,676.37. An optional additional cost of \$2,840.00 for additional well brushing, on an as needed basis, was deemed appropriate by Staff. The total recommended cost with the additional optional cost is \$28,516.37.

Project 15-205 “RIX – Wells Repair/Rehabilitation” was included in the approved Fiscal Year 2016/17 RIX Fund Capital Improvement Plan. There were sufficient funds in Construction Order No. 00193 to fund the RIX Well XC-32 re-equipping effort.

Upon motion by Commissioner Valles, duly seconded by Commissioner Fernández, it was unanimously voted approve the award of the Rehabilitation and Re-equipping of RIX Well XC-32 to Weber Water Resources, LLC., in the amount of TWENTY EIGHT THOUSAND, FIVE HUNDRED SIXTEEN AND 37/100 DOLLARS (\$28,516.37).

6. AWARD OF CONTRACT – UNIT 2 AERATION BASIN ANOXIC MIXERS ELECTRICAL UPGRADE PROJECT – SPECIFICATION NO. 1660: The Department was modifying the Unit 2 activated sludge system at the Water Reclamation Plant in order to improve nitrogen removal. This modification included incorporating non-aerated (anoxic) zones for denitrification, but mixers were necessary to keep the solids from settling in the anoxic zones. As such, the electrical system within these facilities must be upgraded.

Specifications were provided to contractors through the automated PlanetBids online bidding system. The estimate for this work was \$267,436.00. Three bids were received and opened on September 16, 2016.

The funding source for this project is the FY 2016/2017 Sewer Fund Capital Improvement Project titled Unit 2 Activated Sludge System Upgrade (C.O. 00122), which currently had a total of \$338,849.00 in unencumbered funds. There were insufficient funds available to fund this contract and purchase additional equipment in the near future necessary to complete the modifications. Accordingly, a fund transfer in the amount of \$100,000.00 from Sludge Thickening and Dewatering System Enhancement (C.O. 00188) was requested.

Upon motion by Commissioner Hendrix, duly seconded by Commissioner Valles, it was unanimously voted to authorize a transfer in the amount of \$100,000.00 from Construction Order No. 00188 to Construction Order No. 00122; accept the bid of AToM Engineering Construction, Inc., as the lowest responsive, responsible bidder and award a contract in the amount of TWO HUNDRED NINETY EIGHT THOUSAND THREE HUNDRED NINETY EIGHT AND 00/100 DOLLARS (\$298,398.00) for the UNIT 2 AERATION BASIN ANOXIC MIXERS ELECTRICAL UPGRADE PROJECT, and retain the bid securities in accordance with Specification No. 1660. The President and Secretary were authorized to execute the contract.

7. DESIGNATION OF DEPARTMENT AGENT FOR THE CALIFORNIA EMERGENCY MANAGEMENT AGENCY (CALEMA): The Blue Cut Fire started in the Cajon Pass, off of Interstate 15 and Highway 138, north of the City of San Bernardino, on August 15, 2016. It burned approximately 36,274 acres before it was contained on August 22, 2016. As a result of the fire, the Department incurred approximately \$5,000.00 of emergency response expenses that may qualify for reimbursement by the Federal Emergency Management Agency (FEMA) and/or the California Emergency Management Agency (CalEMA). CalEMA required the Board of Water Commissioners to first designate and approve Department agents, through a resolution, to represent the Department when applying for financial assistance under the Robert T. Stafford Relief and Emergency Assistance Act of 1998 and/or under the State of California's Disaster Assistance.

Upon motion by Commissioner Hendrix, duly seconded by Commissioner Fernández, it was unanimously voted to approve Resolution No. 903, and application assigning the General Manager, Director of Finance, and the Director of Environmental & Regulatory Compliance as authorized agents for the San Bernardino Municipal Water Department when filing reimbursement claims for emergency response expenses with FEMA and CalEMA.

8. REPORTS:

- A. Report of the President: None
- B. Report of the Commissioners: None
- C. Report of the Directors:
- D. Report of the General Manager: None

9. PUBLIC COMMENTS: This is the time specified for public comments concerning specific items not on the agenda or matters of general interest. There being none, the matter was closed.

10. ADJOURN MEETING: The meeting adjourned at 10:17 a.m. to the next Regular Meeting to be held on Tuesday, November 15, 2016, at 9:30 a.m. in the Margaret H. Chandler Water Reclamation Plant Conference Room, 399 Chandler Place, San Bernardino, California, 92408.

BY:   
TONICALLICOTT  
President

BY:   
ROBIN L. OHAMA  
Deputy City Clerk & Ex-Officio Secretary