



## Board of Public Utilities Meeting Minutes - Draft

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Thursday, November 17, 2022

1:30 PM

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### 1. CALL TO ORDER AND ROLL CALL

Chair Galvin called the meeting to order at 1:32 p.m.

**Present** 7 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Christopher Grabill, Board Member Mark Walsh, Board Member Mary Watts, and Board Member Glen Wright

### 2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

There were no Statements of Abstention from Board Members.

### 3. STUDY SESSION - NONE.

### 4. MINUTES APPROVAL

**4.1** November 3, 2022 - Regular Meeting Minutes.

The minutes for November 3, 2022 were received and accepted as submitted.

### 5. STAFF BRIEFINGS

**5.1** WATER SUPPLY UPDATE

Staff will update the Board on water supply issues. The Board may discuss this item and give direction to staff.

Peter Martin, Deputy Director - Water Resources, presented.

**5.2** PROJECT LABOR AGREEMENT OVERVIEW

On October 25, 2022 the Santa Rosa City Council adopted a Project Labor Agreement policy to integrate the use of Project Labor Agreements in the City's Capital Improvement Program. Staff will provide an overview of the new Project Labor Agreement Policy, including information on the definition of Project Labor Agreements and details on the new Policy and how it will be integrated into the City's Capital Improvement Program.

Jason Nutt, Assistant City Manager, presented and answered

questions from the Board.

Public Comment:

Joe Lubas, Associated Builders and Contractors, Northern California Chapter, asked if apprentices have to come from apprentice programs and what percentage of workforce will come from Sonoma County.

## 6. CONSENT ITEMS

### Approval of the Consent Agenda

**A motion was made by Vice Chair Arnone, Jr., seconded by Board Member Grabill, to approve Consent Items 6.1 through 6.2. The motion carried by the following vote:**

**Yes:** 6 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh and Board Member Wright

**Absent:** 1 - Board Member Watts

**6.1 MOTION - APPROVAL OF AMENDMENT TO PURCHASE ORDER FOR BACKUP GENERATORS AT WATER AND WASTEWATER FACILITIES**

RECOMMENDATION: It is recommended by the Transportation and Public Works Department, the Finance Department, and the Water Department that the Board of Public Utilities, by motion, approve an amendment to Purchase Order No. 167100 with Peterson Power Systems, Inc., of San Leandro, California, for the purchase of eighteen (18) Backup Generators for Water and Wastewater Facilities, increasing the Purchase Order amount by \$145,753.17, for a total not-to-exceed amount of \$1,721,463.17.

**This Consent - Motion was approved.**

**6.2 RESOLUTION - WAIVER OF COMPETITIVE BID AND APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH WOOLPERT, INC. FOR TECHNICAL SUPPORT IN INTEGRATING CITYWORKS SOFTWARE WITH INFINITY CIS SOFTWARE**

RECOMMENDATION: It is recommended by the Contract Review Subcommittee and Santa Rosa Water that the Board of Public Utilities, by resolution, waive the competitive bidding process and approve the Professional Services Agreement between the City and Woolpert, Inc. in the not-to-exceed amount of \$254,260.

**This Consent - Resolution was approved.**

**RESOLUTION NO. 1305, ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES WAIVING THE COMPETITIVE BID PROCESS AND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH WOOLPERT, INC. FOR TECHNICAL SUPPORT IN INTEGRATING CITYWORKS SOFTWARE WITH INFINITY SOFTWARE"**

**7. REPORT ITEMS**

**7.1 REPORT - CONTINGENCY INCREASE FOR CONTRACT NO. C02105 - LAGUNA TREATMENT PLANT CHILLERS AND CLIMATE CONTROL UPGRADES AT ADMINISTRATION AND ANNEX BUILDING**

BACKGROUND: A 2016 study by Costa Engineers, Inc. identified that the chillers and boilers located at the LTP Administration and Annex Buildings had reached the end of their effective service life. The Laguna Treatment Plant Chillers and Climate Control Upgrades at Administration and Annex Building project (Project) consists of replacing two 50-ton chillers and two condensing boilers at the Administration (Admin) building, and one 15-ton chiller at the Annex building. The Project also includes upgrades to the existing climate control system and programmable logic controller (PLC) network associated with the new chiller and boiler equipment. The chillers and boilers have been installed and are currently operating in manual mode. The remaining work for the Project consists of automation through PLC integration.

RECOMMENDATION: It is recommended by the Transportation and Public Works Department and the Water Department that the Board of Public Utilities, by motion, pursuant to Council Policy No. 100-07 approve a 5% contingency increase of \$43,660.80 for Contract No. C02105 - Laguna Treatment Plant Chillers and Climate Control Upgrades at Administration and Annex Building, for a total amount of \$1,178,841.60.

Tracy Duenas, Supervising Engineer, presented and answered questions from the Board.

**A motion was made by Board Member Wright, seconded by Board Member Walsh, to approve a 5% contingency increase of \$43,660.80 for Contract No. C02105 - Laguna Treatment Plant Chillers and Climate Control Upgrades at Administration and Annex Building, for a total amount of \$1,178,841.60. The motion carried by the following vote:**

**Yes:** 6 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh and Board Member Wright

**No:** 1 - Board Member Watts

**8. PUBLIC HEARING**

**8.1 PUBLIC HEARING - ADOPTING NEW MISCELLANEOUS FEES AND INCREASING CERTAIN MISCELLANEOUS FEES (CONTINUED TO THE DECEMBER 15, 2022 REGULAR MEETING)**

BACKGROUND: Santa Rosa Water miscellaneous fees and charges reimburse the department for specific services and includes charges typically based on time and materials or other methodologies that help define the cost of providing the specific services for various services provided by City staff. These charges are collected from the customers who receive the service so that the costs for specific services are not spread to the entire ratepayer base.

Miscellaneous fees and charges were last updated in 2019. If the Board of Public Utilities adopts these fees at the Public Meeting on November 17, 2022, the changes to the miscellaneous fees will take effect 60 days after adoption, on January 15, 2023.

RECOMMENDATION: It is recommended by the Budget Review Subcommittee and the Water Department that the Board of Public Utilities, by resolution, adopt new Water Department miscellaneous fees and charges, and increase certain miscellaneous fees.

This item was continued to the December 15, 2022 regular meeting.

**9. PUBLIC COMMENTS ON NON-AGENDA MATTERS**

None.

**10. REFERRALS - NONE.**

**11. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION) - NONE.**

**12. SUBCOMMITTEE REPORTS**

Board Member Wright provided a brief report on the November 7, 2022 Budget Review Subcommittee meeting.

**13. BOARD MEMBER REPORTS**

None.

**14. DIRECTORS REPORTS**

Director Burke provided a report on: the epidemiological studies performed by the wastewater team and results are shared with the County's Department of Public Health; and the recent inspection of the Laguna Treatment Plant, the Meadow Lane Pond Complex, and

Delta Pond performed by North Coast Regional Water Quality Control Board on November 14, acknowledging staff's dedication to meeting permit requirements and showing no findings. Director Burke also offered acknowledgement to Environmental Services efforts being stewards of the water quality for our community.

## **15. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 2:53 p.m. The next meeting of the Board of Public Utilities is scheduled for December 15, 2022.