



**Minutes
Special Board Meeting
May 3, 2018**

1. A. **CALL TO ORDER:** Chair Soiseth called the meeting to order at 10:01 a.m.
PRESENT: Director DeHart, Director Lane, Vice Chair Vierra, Chair Soiseth
ABSENT: None

B. **SALUTE TO THE FLAG**

2. **RECOGNITION, APPOINTMENTS, ANNOUNCEMENTS & PRESENTATIONS:**

Chair Soiseth announced his resignation as Chair from the SRWA Board due to a conflict of interest, effective May 3, 2018.

Chair Soiseth left the meeting at 10:03 a.m. Vice Chair Vierra conducted the meeting.

Interim Legal Counsel Richard Shanahan stated that Director DeHart should address the Board vacancy at the next Turlock City Council meeting.

3. A. **SPECIAL BRIEFINGS:** None

B. **STAFF UPDATES:**

1. Interim General Manager Michael Brinton provided an update of items discussed at recent Technical Advisory Committee (TAC) meetings, including:
 - Participated in Executive Technical Advisory Committee (TAC) and TAC Meetings
 - Completed Program Management Status Reports
 - Prepared TID Cost Allocation Memos
 - Interviewed General Manager candidates
 - Discussed pinch point with TID and prepared figures
 - Discussed potential fuel line along the BSNF RR ROW with Stanislaus County
 - Reviewed pavement restoration agreement
 - Coordinated with Gary Nazareno on temporary construction easement agreement
 - Prepared Phase 1 ESA effort for potential property acquisition at Santa Fe and Berkeley
 - Held public comment meeting for draft EIR (DEIR) at SRWA Board meeting
 - Began preparation of Final EIR (FEIR) and drafting of responses to public comments on the DEIR
 - Submitted Low Impact Habitat Conservation Plan (HCP) to U.S. Fish and Wildlife Service
 - Received Lake and Streambed Alteration Agreement (LSAA) from CDFW
 - Began drafting amendments to LSAA for wet well project and regional WTP project
 - Began preparing information for SRF Environmental Package
 - Updated environmental schedule, master schedule, and critical path schedule for SRF and Board review
 - Continued raw water quality sampling and testing

- Prepared water quality summary tables and performed data analysis for year-long source water sampling program summary report
- Prepared draft raw water pump station pre-design Technical Memo
- Prepared site layout and grading for raw water pump station
- Pre-designed air purge system
- Prepared piping and instrumentation drawings
- Prepared pre-design Technical Memo for finished water transmission mains
- Reviewed preliminary WTP design criteria, process flow diagrams and site plan
- Developed design criteria for WTP unit processes and prepared draft design criteria Technical Memo
- Continued development of hydraulic profile, process flow diagrams and site layout for reference WTP
- Met with the Division of Drinking Water
- Created draft technical appendices to Design-Build (DB) Contract
- Began project alternatives analysis
- Prepared draft DB Request for Qualifications
- Met with potential DB contractors
- Prepared and issued Request for Proposals for financial evaluation services
- Updated wet well fact sheet

2. Marie Lorenzi, Finance Director, provided a summary of activity for the current fiscal year through May 2, 2018.

C. CONSULTANT UPDATES:

1. Gerry Nakano of West Yost Associates provided a project status update including the following:
 - The Technical Advisory Committee (TAC) interviewed potential General Manager candidates and will be making a recommendation to the SRWA Board
 - The TAC issued a notice-to-proceed for Overaa Construction for construction of the wet well. A project pre-construction kick-off meeting was held on April 26, 2018. Construction is anticipated to begin in mid-July.
 - The TAC responded to public comments received on the DEIR for the project
 - The TAC is continuing to move forward on critical path items:
 - Preliminary pre-design of both treated water transmission alignments, and replacement of Aldrich Bridge
 - Coordinating with TID regarding temporary and permanent power
 - Received approval from DDW on our proposed extended water quality monitoring program
 - Discussions with County regarding road restoration
 - Continuing to coordinate with the State on the State Revolving Fund (SRF) loan application
 - Pre-design effort for the water treatment plant
 - Prepared a draft RFQ package, to be sent out late May, to design-build firms interested in providing qualifications for the design-build project
 - Request for Qualifications (RFQ) Overview:
 - First step in design-build procurement process
 - RFQ includes:
 - Project overview/scope of work

- Link to reference materials prepared by the project management team
- Procurement process/schedule
- Statement of Qualifications submittal requirements
- Statement of Qualifications evaluation criteria
- Preliminary Design-Build Contract
- Selection Criteria:
 - Team composition
 - Approach to project delivery
 - Technical qualifications
 - Financial qualifications
 - Safety record, conflicts of interest, and use of skilled and trained workforce (required by design-build governing statute)
 - Willingness to sign the Design-Build Contract (with reasonable changes, if any)
- Procurement Process:
 - Issue RFQ
 - Interested firms submit Statement of Qualifications
 - Statement of Qualifications evaluated and teams interviewed by the TAC
 - The TAC will recommend to the SRWA Board three (3) teams to be pre-qualified
 - Pre-qualified teams will be provided with the RFQ
 - Teams will prepare a fixed-price proposal for design, construction, start-up and testing
 - The TAC will evaluate proposals and interview the teams
 - The TAC will recommend to the SRWA Board to enter into contract negotiations with the preferred proposer
- Pre-Qualification Schedule
 - May 25, 2018 - issue RFQ (pending Board approval at the May 24th SRWA Board meeting)
 - June 6, 2018 - letter of interest due to SRWA prior to pre-statement of qualifications workshop
 - June 7, 2018 - conduct pre-statement of qualifications workshop and site visit
 - July 9, 2018 - statement of qualifications due to the SRWA
 - July 24-25, 2018 - respondent interviews
 - September 2018 - completion of design-build team pre-qualifying (pending SRWA Board approval at a Special Board Meeting in September)
- Other deliverables and key project meetings:
 - Monthly Executive Summary Reports for February and March
 - Completed a fact sheet for the Wet Well Project
 - Quarterly meeting with our SRF team in Sacramento on May 30, 2018

There was discussion regarding the schedule, timeline and contract details for the design-build project.

D. PUBLIC PARTICIPATION: None

- 4. DECLARATION OF CONFLICTS OF INTEREST AND DISQUALIFICATIONS:** None (See resignation of Board Chairman Gary Soiseth in Item 2 above.)
- 5. CONSENT CALENDAR:**

Action: Motion by Director DeHart, second by Director Lane, adopting the consent calendar and approving the minutes of the Regular Meeting of February 22, 2018, and the Special Meeting of March 1, 2018. Motion carried by the following vote:

| | | | |
|---------------|-----------------|-------------------|---------------|
| Director Lane | Director DeHart | Vice Chair Vierra | Chair Soiseth |
| Yes | Yes | Yes | Absent |

6. **PUBLIC HEARINGS:** None

7. **SCHEDULED MATTERS:**

A. Interim General Manager Michael Brinton requested to adopt the Design-Build Conflict of Interest Policy.

Discussion: None

Vice Chair Vierra opened public participation. There being no public response, Vice Chair Vierra closed public participation.

Action: **Resolution 2018-005** adopting the Design-Build Conflict of Interest Policy was introduced by Director DeHart, seconded by Director Lane and carried by the following vote:

| | | | |
|---------------|-----------------|-------------------|---------------|
| Director Lane | Director DeHart | Vice Chair Vierra | Chair Soiseth |
| Yes | Yes | Yes | Absent |

B. Interim General Manager Michael Brinton requested to approve an agreement with Granberg & Associates, Inc., for General Manager services for the Regional Surface Water Supply Project and authorize the Board Chairman to execute the agreement, and appropriate \$40,000 to account number 950-53-552.43060_021 "Contract Services - General Manager" to be funded via equal contributions from the Cities of Ceres and Turlock as SRWA participating agencies.

Discussion:

Vice Chair Vierra stated he has worked with Robert Granberg previously and he is a tremendous asset.

Vice Chair Vierra opened public participation.

Citizen Milt Trieweiler inquired about other clientele for Granberg & Associates, Inc.

Robert Granberg, of Granberg & Associates, Inc., stated the SRWA is the only client currently.

Vice Chair Vierra closed public participation.

Action: Motion by Director DeHart, second by Director Lane, approving an agreement with Granberg & Associates, Inc., for General Manager services for the Regional

Surface Water Supply Project and authorizing the Board Chairman to execute the agreement. Motion carried by the following vote:

| | | | |
|---------------|-----------------|-------------------|---------------|
| Director Lane | Director DeHart | Vice Chair Vierra | Chair Soiseth |
| Yes | Yes | Yes | Absent |

Action: Resolution 2018-006 appropriating \$40,000 to account number 950-53-552.43060_021 "Contract Services - General Manager" to be funded via equal contributions from the Cities of Ceres and Turlock as SRWA participating agencies was introduced by Director DeHart, seconded by Director Lane and carried by the following vote:

| | | | |
|---------------|-----------------|-------------------|---------------|
| Director Lane | Director DeHart | Vice Chair Vierra | Chair Soiseth |
| Yes | Yes | Yes | Absent |

8. **MATTERS TOO LATE FOR THE AGENDA:** None

9. **BOARD ITEMS FOR FUTURE CONSIDERATION:**

Director DeHart will address the Board vacancy at the next Turlock City Council meeting on May 8, 2018.

10. **BOARD COMMENTS:** None

11. **NEXT MEETING DATE:** May 24, 2018 Regular meeting

12. **CLOSED SESSION:** Adjourned to Closed Session 10:26a.m. The meeting was called back to order at 11:25 a.m.

Nothing to report.

13. **ADJOURNMENT:** Motion by Director DeHart, second by Director Lane, to adjourn at 11:25 a.m. Motion carried 3/1.

Respectfully submitted,


Allison Martin, Board Secretary