

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES
THURSDAY, JULY 21, 2016
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE
REGULAR MEETING**

1:31 p.m. City Council Chambers

REPORT ITEMS

ROLL CALL

Present (7) Chairman Galvin, Vice Chair Kaun, Board Members Arnone, Dowd, Holt, Tibbetts, and Watts

STATEMENTS OF ABSTENTION BY BOARD MEMBERS

No statements of abstention were made by Board Members but Chairman Galvin announced he would be leaving the meeting at 2:50 pm and Vice Chair Kaun would chair the meeting in his absence.

STUDY SESSION - None

MINUTES APPROVAL – July 7, 2016

Vice Chair Kaun moved a motion to approve the minutes from July 7, 2016. The motion was seconded by Board Member Holt. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

STAFF BRIEFINGS - NONE

CONSENT ITEMS

6.1 PROFESSIONAL SERVICES AGREEMENT – CONSULTING SERVICES FOR REPLACEMENT OF COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM

MOTION:

Vice Chair Kaun moved a motion to approve a Professional Services Agreement (PSA) with SoftResources LLC of Kirkland WA to provide consulting services to analyze current systems and business practices in order to develop specifications and software requirements to replace the outdated asset management computerized maintenance management system (CMMS) in an amount not to exceed \$119,330.00 and authorize the Chair to sign the agreement. The motion was seconded by Board Member Watts. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

7.1 APPROVAL OF ADMINISTRATIVE CHANGE ORDER AND ADDITIONAL CONTINGENCY FOR COFFEY LANE/ PINER CREEK SEWER MAIN SEGMENT – FOXWOOD PL, POST CT AND ELIZABETH WAY SEWER REPLACEMENTS, DOCTORS PARK DR AND GRAY CT WATER REPLACEMENTS, AND STONY POINT RD HYDRANT RELOCATION

BACKGROUND: In the fall of 2015, during routine maintenance, staff identified a segment of degraded sewer main, in this case a siphon. In an effort to eliminate siphons where feasible, a new alignment of sewer main was designed, and an easement across private property was recently acquired. As part of the negotiations for the easement, there was a commitment to install the new sewer main as soon as the purchase of the easement was complete. The work involved with installing the additional sewer main segment is similar in scope to the sewer main replacements on Foxwood Place, Post Court, and Elizabeth Way currently under contract. City staff is seeking approval of an administrative change order that will allow the additional work to be completed under this existing contract.

RECOMMENDATION: It is recommended by the Water Department and the Transportation and Public Works Department that the Board, by motion, approve an administrative change order and an increase in the contingency in the amount of \$140,000.00 for Construction Contract No. C02002, to Argonaut Constructors, Inc., of Santa Rosa, California for the Foxwood Pl, Post Ct and Elizabeth Way Sewer Replacements, Doctors Park Dr and Gray Ct Water Replacements, and Stony Point Rd Hydrant Relocation project, for a total contract/contingency amount of \$663,664.00 to cover the costs of an additional sewer main segment.

PRESENTER(S): Andy Allen, Supervising Engineer

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Board Member Arnone announced he did not realize he had a conflict in hearing the item but because a client of his is working on the Sports City project, he would be abstaining from the item. He left the dais at 1:37 PM.

MOTION:

Board Member Dowd moved a motion to approve an administrative change order and an increase in the contingency in the amount of \$140,000.00 for Construction Contract No. C02002, to Argonaut Constructors, Inc., of Santa Rosa, California for the Foxwood Pl, Post Ct and Elizabeth Way Sewer Replacements, Doctors Park Dr and Gray Ct Water Replacements, and Stony Point Rd Hydrant Relocation project, for a total contract/contingency amount of \$663,664.00 to cover the costs of an additional sewer main segment. The motion was seconded by Board Member Holt. AYES (6) NO (0) ABSENT (0) ABSTAIN (1) Arnone

Board Member Arnone returned to the dais at 1:38 pm.

Chairman Galvin announced a change to the order of the agenda to hear Item 8.1 prior to Item 7.2.

PUBLIC HEARING

8.1 ADOPTION OF A MITIGATED NEGATIVE DECLARATION AND MITIGATED MONITORING AND REPORTING PROGRAM AND APPROVAL OF THE METER UPGRADE PROJECT – ADVANCED METERING INFRASTRUCTURE (AMI); APPROVAL OF VARIOUS AGREEMENTS WITH SENSUS USA INC., UTILITY PARTNERS OF AMERICA, LLC, HARRIS COMPUTER CORPORATION, AND UTILIWORKS CONSULTING, LLC

BACKGROUND: On December 20, 2012 the Board of Public Utilities (Board) authorized a contract with SAIC to perform an Advanced Metering Infrastructure (AMI) Feasibility Study. In October 2013, the Board directed staff to proceed with a Request for Proposals (RFP) and contract negotiations for an AMI project. On May 4th, 2016 an initial study and

proposed mitigated negative declaration (IS/MND) for the AMI project was released for a 20-day comment period that closed on May 24th. On June 2nd staff presented an informational session on the AMI Project, including information on the vendor selection process, contract negotiations and environmental study requirements.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by resolution, adopt a Mitigated Negative Declaration, approve the Meter Upgrade Project – Advanced Metering Infrastructure, and adopt a Mitigation Monitoring Program for the Meter Upgrade Project – Advanced Metering Infrastructure and, by motion, approve various agreements with Sensus USA Inc., Utility Partners of America, LLC, N. Harris Computer Corporation, and UtiliWorks Consulting, LLC, and authorize the Chair to sign the contracts.

Presenter(s): Kimberly Zunino, Revenue Manager; Pat Collins, Senior Project Manager, GHD

Ms. Zunino announced two typos within her staff report; the first on Page 2, paragraph 5, “January 2105” should read “January 2015”; and the second on Page 2, paragraph 5, “April 2014” should read “April 2015”.

Chairman Galvin opened the public hearing up for comment on the item at 2:08 pm. Seeing no one rise, Chairman Galvin closed the public hearing at 2:08 pm.

MOTION:

Board Member Holt moved a motion to approve Resolution No. 1123 entitled “Resolution of the Board of Public Utilities of the City of Santa Rosa Adopting a Mitigated Negative Declaration, Approving the Project, and Adopting a Mitigation Monitoring Program For the Advanced Metering Infrastructure Program” The motion was seconded by Board Member Arnone. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Board member Holt moved a motion to approve various agreements with Sensus USA Inc., Utility Partners of America, LLC, N.

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Harris Computer Corporation, and UtiliWorks Consulting, LLC, and authorize the Chair to sign the contracts. The motion was seconded by Board Member Arnone. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

approximately 1:30 p.m. in the Mayor's Conference Room – Room 10, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

7.2 REPORT - WATER SUPPLY UPDATE

Daniel J. Galvin III

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

PRESENTER(S): Jennifer Burke, Deputy Director of Water and Engineering Resources

Sara Roberts

9. PUBLIC COMMENTS ON NON-AGENDA MATTERS – NONE

10.0. REFERRALS - NONE

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

12. SUBCOMMITTEE REPORTS

Chairman Galvin reported that the Contract Subcommittee met recently to review and give direction regarding the AMI project agreements as discussed during item 8.1 by Board Member Holt.

13. BOARD MEMBER REPORTS -NONE

14. DIRECTORS REPORT

Director Reed announced that David Guhin has been appointed as the Director of Planning and Economic Development. Director Reed also informed the Board that the city's Smoke Testing has begun, namely in the Oakmont area, and crews are performing sewer system cleaning in the Fairgrounds area. She wanted to extend her thanks for the Water Department Staff who are doing outreach at the Sonoma County Fair.

15. ADJOURNMENT OF MEETING

At 2:27 p.m. the meeting was adjourned in honor of former Director Guhin. The next regular meeting of the Board of Public Utilities will be held on Thursday, August 18, 2016 at