

**MINUTES OF THE
SAN JOSÉ/SANTA CLARA
TREATMENT PLANT ADVISORY COMMITTEE**
San José City Hall, T-1734
Thursday, January 12, 2017 at 4:00 p.m.

1. ROLL CALL

Minutes of the Treatment Plant Advisory Committee convened this date at 4:01 p.m. Roll call was taken with the following members in attendance:

Committee Members: Debi Davis, Dev Davis, Lan Diep, John Gatto, Pat Kolstad, Sam Liccardo, Steven Leonardis, Dave Sykes, Marsha Grilli

2. APPROVAL OF MINUTES

A. December 8, 2016

Item 2.A. was approved to note and file.

Ayes – 7 (Dev Davis, Diep, Gatto, Kolstad, Liccardo, Leonardis, Sykes)

Nays – 0

Absent – 1 (Grilli)

Abstain – 1 (Debi Davis)

3. UNFINISHED BUSINESS/REQUEST FOR DEFERRALS

4. DIRECTOR'S REPORT

A. Director's Report (verbal)

- Monthly Progress Report

There were no items to report.

5. AGREEMENTS/ACTION ITEMS

A. Master Consultant Agreement with Kennedy/Jenks Consultants, Inc. for Engineering and Architectural Services for the 7944 – Support Building Improvements Project at the San Jose – Santa Clara Regional Wastewater Facility

Staff Recommendation: Approve a Master Consultant Agreement with Kennedy/Jenks Consultants, Inc. to provide engineering and architectural services for the 7944 – Support Buildings Improvements Project at the San José – Santa Clara Regional Wastewater Facility from the date of execution through June 30, 2024, in an initial total amount not to exceed \$4,800,000, subject to the appropriation of funds.

This item is scheduled for consideration by the City Council on January 24, 2017.

Program Manager Colin Page presented on this item.

Chair Liccardo requested for clarification about the contract disparity between the Support Building Facility Improvement Project and Fire Life Safety HVAC Improvements Project.

Mr. Page advised that the amount for the Fire Life System and HVAC Improvements parts of the Project includes the cost of all design and engineering support services through construction and commissioning. The amount for the Support Facility Improvements part of the Project only covers the feasibility stage. A future amendment to the Master Consultant Agreement will be brought to TPAC and Council for approval once the scope is refined in the feasibility phase. The current estimate for this future amendment is \$4.5 to \$5.5 million.

Committee Member Gatto asked how staff determined the \$55.1 million project budget without performing the preliminary work.

Mr. Page clarified that this was based on the planning level scope and estimates validated in the overall Ten-Year Capital Improvement Program and Plant Master Plan Planning. The amount includes the cost of labor and construction.

On a motion made by Committee Member Leonardis and a second by Committee Member Kolstad, TPAC recommended approval of staff's recommendation for Item 5.A.

Ayes – 8 (Debi Davis, Dev Davis, Diep, Grilli, Kolstad, Leonardis, Liccardo, Sykes)
Nayes – 0
Absent – 0
Abstain – 1 (Gatto)

6. OTHER BUSINESS/CORRESPONDENCE

A. Tributary Agencies Available Plant Capacity Report dated December 1, 2016

Item 6.A. was approved to note and file.

Ayes – 9 (Debi Davis, Deb Davis, Diep, Gatto, Grilli, Kolstad, Leonardis, Liccardo, Sykes)
Nayes – 0
Absent – 0

7. STATUS OF ITEMS PREVIOUSLY RECOMMENDED FOR APPROVAL BY TPAC

A. Broker, Administrative, and Claims Services to Implement an Owner Controlled Insurance Program for the San Jose – Santa Clara Regional Wastewater Facility Capital Improvement Program

Staff Recommendation: Accept the report on the Request for Proposal and adopt a resolution authorizing the City Manager to:

- (1) Negotiate and execute an agreement with Alliant Risk Services, Inc. to provide broker, claims, and administrative services to establish and maintain a multiline, rolling Owner Controlled Insurance Program for capital improvements at the San José – Santa Clara Regional Wastewater Facility for the term December 14, 2016 through December 13, 2021, with maximum compensation of \$900,000, subject to the appropriation of funds.
- (2) Exercise up to two five-year options to extend the term of the Agreement through December 13, 2031, with maximum compensation not to exceed \$245,000 annually, subject to the appropriation of funds.

The proposed resolution was adopted by the City Council on December 13, 2016.

Item 7.A. was approved to note and file.

Ayes – 9 (Debi Davis, Deb Davis, Diep, Gatto, Grilli, Kolstad, Leonardis, Liccardo, Sykes)

Nayes – 0

Absent – 0

8. REPORTS

A. Open Purchase Orders Greater Than \$100,000 (including Service Orders)

The attached monthly Procurement and Contract Activity Report summarizes the Purchase and contracting of goods with an estimated value between \$100,000 and \$1.08 million of services between \$100,000 and \$270,000.

Item 8.A. was approved to note and file.

Ayes – 9 (Debi Davis, Deb Davis, Diep, Gatto, Grilli, Kolstad, Leonardis, Liccardo, Sykes)

Nayes – 0

Absent – 0

9. MISCELLANEOUS

- A. The next monthly TPAC Meeting is February 9, 2017, at 4:00 p.m., City Hall, Room 1734.

10. OPEN FORUM

11. ADJOURNMENT

A. The Treatment Plant Advisory Committee adjourned at 4:11 p.m.

A handwritten signature in blue ink, appearing to read "Sam Liccardo", is written over the typed name and title.

Sam Liccardo, Chair
TREATMENT PLANT ADVISORY COMMITTEE