



**FINANCE, LEGAL, AND ADMINISTRATION
COMMITTEE MEETING
OF THE BOARD OF DIRECTORS
INLAND EMPIRE UTILITIES AGENCY*
AGENCY HEADQUARTERS, CHINO, CALIFORNIA**

**WEDNESDAY, APRIL 13, 2016
11:00 A.M.**

*Or immediately following the
Engineering, Operations, and Biosolids Management
Committee Meeting*

CALL TO ORDER

PUBLIC COMMENT

Members of the public may address the Board on any item that is within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Subdivision (b) of Section 54954.2 of the Government Code. Those persons wishing to address the Board on any matter, whether or not it appears on the agenda, are requested to complete and submit to the Board Secretary a "Request to Speak" form which is available on the table in the Board Room. Comments will be limited to five minutes per speaker. Thank you.

ADDITIONS TO THE AGENDA

In accordance with Section 54954.2 of the Government Code (Brown Act), additions to the agenda require two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted.

1. CONSENT ITEMS

A. MINUTES

The Committee will be asked to approve the Finance, Legal, and Administration Committee meeting minutes of March 9, 2016.

B. REPORT ON GENERAL DISBURSEMENTS

It is recommended that the Committee/Board approve the total disbursements for the month of February 2016, in the amount of \$10,070,905.37.

2. ACTION ITEMS

A. BOND COUNSEL FINANCIAL SERVICES RETAINER AGREEMENT

It is recommended that the Committee/Board:

1. Approve the Retainer Agreement for bond counsel and related legal services with Stradling Yocca Carlson & Rauth (SYCR), subject to the fees, terms and conditions set forth in Exhibit A;
2. Approve services previously approved and rendered for a not-to-exceed amount of \$30,000 related to the 2008B Variable Rate Demand Bond Letter of Credit substitution, and completion of financing agreements for regional projects to be financed through the Chino Basin Regional Financing Authority; and
3. Authorize the General Manager or designee to execute the Agreement.

B. ENTERPRISE CONTENT MANAGEMENT SYSTEM CONTRACT AWARD

It is recommended that the Committee/Board:

4. Approve Contract No. 4600002085, to American MicroImaging, Inc. (AMI) for the Enterprise Content Management System, Project No. IS15003, associated licensing agreement and the option for conversion of back file documents, for a not-to-exceed amount of \$670,920; and
5. Authorize the General Manager to execute the contract.

C. CONTRACT AMENDMENT TO WEST VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT FOR MIDGE FLY TREATMENT

It is recommended that the Committee/Board:

1. Ratify the contract amendment No. 4600001970-001 with West Valley Mosquito and Vector Control District (WVMCD) establishing a contract through June 30, 2016, for midge fly treatment services at Turner, San Sevaine, Victoria, and Ely Basins for a not-to-exceed amount of \$120,000; and
2. Authorize the General Manager to execute the contract amendment.

D. PRADO BASIN HABITAT SUSTAINABILITY PROGRAM REIMBURSEMENT AGREEMENT AMENDMENT

It is recommended that the Committee/Board:

1. Amend the reimbursement agreement with the Chino Basin Watermaster for the Prado Habitat Sustainability Program to increase the total program cost from \$600,000 to \$934,500; and
2. Authorize the General Manager to execute the reimbursement agreement amendment.

E. SALE OF ONE INLAND EMPIRE BRINE LINE CAPACITY UNIT TO EASTSIDE WATER TREATMENT PLANT

It is recommended that the Committee/Board:

1. Approve the sale of one Brine Line capacity unit to Eastside Water Treatment Plant; and
2. Authorize the General Manager to execute the Brine Line Capacity Right Agreement.

F. PROFESSIONAL SERVICES CONTRACT AWARD FOR SEPTIC USER FEASIBILITY STUDY

It is recommended that the Committee/Board:

3. Approve the professional service contract award for the Feasibility Study for Sewer Service in the IEUA Service Area, Project No. PL16015 to RMC Water and Environment for the not-to-exceed amount of \$286,813; and
1. Authorize the General Manager to execute the contract.

G. HEADQUARTERS' PERMIT OFFICE CONSTRUCTION CONTRACT AWARD

It is recommended that the Committee/Board:

1. Approve the construction contract for the Headquarters' Permit Office, Project No. EN16068, to Mike Bubalo Construction Corporation, for \$150,000; and
2. Authorize the General Manager to execute the contract.

H. EAST DECLEZ PROPERTY ACQUISITION

It is recommended that the Committee/Board:

1. Authorize the General Manager to purchase the East Declez property for the sum of \$3.0 million on behalf of Chino Basin Watermaster (Watermaster); contingent upon the approval by the Watermaster Board of Directors;

2. Authorize the General Manager to spend up to \$100,000 on behalf of Watermaster for necessary fees related to the purchase of the property; and
3. Approve a \$3.1 million budget amendment for Project No. EN18007 in FY 2015/16 through an inter-fund loan from the Regional Wastewater Capital Improvement (RC) fund to the Recharge Water (RW) fund.

I. GROUNDWATER RECHARGE/RECYCLED WATER SCADA SYSTEM UPGRADES CONSTRUCTION CONTRACT AWARD

It is recommended that the Committee/Board:

1. Approve the construction contract for the Groundwater Recharge and Recycled Water Supervisory and Data Acquisition (SCADA) System Upgrades, Project No. EN14047, to Trimax Systems, Inc. for \$250,989; and
2. Authorize the General Manager to execute the contract.

J. ADOPTION OF RESOLUTIONS FOR THE USBR WATERSMART

It is recommended that the Committee/Board:

1. Adopt Resolution Nos. 2016-4-1, 2016-4-2, and 2016-4-3, authorizing the Agency to enter into financial assistance agreements with the U.S. Department of Interior – Bureau of Reclamation (USBR) for three grant applications submitted in April 2016: 1) Drought Contingency Planning Grant; 2) Drought Resiliency Implementation Grant; and 3) Agricultural Water Conservation Grant; and
2. Authorize the General Manager to execute the financial assistance agreement, any amendments, and any grant related documents thereto.

3. INFORMATIONAL ITEMS

A. FISCAL YEAR 2016/17 TEN YEAR CAPITAL IMPROVEMENT PLAN UPDATE

RECEIVE AND FILE INFORMATION ITEM

B. TREASURER'S REPORT OF FINANCIAL AFFAIRS (WRITTEN)

4. GENERAL MANAGER'S COMMENTS

- 5. **COMMITTEE MEMBER COMMENTS**
- 6. **COMMITTEE MEMBER REQUESTED FUTURE AGENDA ITEMS**
- 7. **ADJOURN**

*A Municipal Water District

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board Secretary (909-993-1736), 48 hours prior to the scheduled meeting so that the Agency can make reasonable arrangements.

Proofed by: SK

DECLARATION OF POSTING

I, April Woodruff, Board Secretary/Office Manager of the Inland Empire Utilities Agency, A Municipal Water District, hereby certify that a copy of the agenda has been posted by 5:30 p.m. in the foyer at the Agency's main office, 6075 Kimball Ave., Building A, Chino, CA on Thursday, April 7, 2016.

for Stephanie Riley
April Woodruff