

**MINUTES OF THE SPECIAL
MEETING OF
THE
INLAND EMPIRE UTILITIES AGENCY
BOARD OF DIRECTORS**

**WEDNESDAY, NOVEMBER 21, 2018
9:00 A.M.**

DIRECTORS PRESENT:

Steven J. Elie, President
Michael Camacho, Vice President
Jasmin A. Hall, Secretary/Treasurer
Paul Hofer
Kati Parker

DIRECTORS ABSENT:

None

STAFF PRESENT:

Halla Razak, General Manager
Chris Berch, Executive Manager of Engineering/AGM
Kathy Besser, Executive Manager of External Affairs & Policy Development/AGM
Randy Lee, Executive Manager of Operations/AGM
Christina Valencia, Executive Manager of Finance & Administration/AGM
Blanca Arambula, Deputy Manager of Human Resources
Jerry Burke, Deputy Manager of Engineering
Andrea Carruthers, Senior External Affairs Specialist
Michael Dias, Assistant Engineer
Brittany Foust, External Affairs Specialist II
Jennifer Hy-Luk, Administrative Assistant I
Trenton Johnson, Electrical & Instrumentation Technician III
Chander Letulle, Manager of Operations and Maintenance
Larry Lucas, Mechanic IV
Arthur Maldonado, Electrical & Instrumentation Technician IV
Laura Mantilla, Executive Assistant
Jason Marseilles, Senior Engineer
Arnold Martinez, Wastewater Treatment Plant Operator III
James McQueen, Manager of Human Resources
Kanes Pantayatiwong, Manager of Business Information Services
Jesse Pompa, Deputy Manager of Grants
Siamak Sianpour, Control Systems Analyst I
Scott Sotello, Wastewater Treatment Plant Operator III
Gary Te, GIS Specialist
Teresa Velarde, Manager of Internal Audit
Rocky Welborn, Senior Associate Engineer
April Woodruff, Board Secretary/Office Manager
Jamal Zughbi, Senior Engineer/Project Manager, P.E.

OTHERS PRESENT:

Jean Cihigoyenetché, JC Law Firm

Chris Dull, Louis Berger U.S.
John Christopher, Louis Berger U.S.
Russell Swerdfeger, Evoqua

A special meeting of the Board of Directors of the Inland Empire Utilities Agency* was held at the office of the Agency, 6075 Kimball Avenue, Bldg. A, Chino, California on the above date.

President Elie called the meeting to order at 9:01 a.m. and Director Hall led the Pledge of Allegiance to the flag. A quorum was present.

President Elie stated that members of the public may address the Board. The Board acknowledged Mr. Russ Swerdfeger from Evoqua's request to speak and stated he will be called at the time RP-5 Liquids Treatment Expansion Pre-Selection of the Membrane Bio-Reactor System is presented to the Board. There was no one else desiring to do so.

President Elie asked if there were any changes/additions/deletions to the agenda. There were no changes/additions/deletions to the agenda.

NEW EMPLOYEE INTRODUCTIONS

- Mr. Siamak Sianpour, Control Systems Analyst I, hired August 27, 2018, Integrated Systems Services Department
- Mr. Trenton Johnson, Electrical & Instrumentation Technician III, hired October 22, 2018, Organics Management Department
- Mr. Scott Sotello, Wastewater Treatment Plant Operator III, hired October 22, 2018, Operations & Maintenance Department
- Mr. James McQueen, Manager of Human Resources, hired November 5, 2018, Human Resources Department
- Ms. Brittany Foust, External Affairs Specialist II, hired November 12, 2018, External Affairs Department
- Mr. Arnold Martinez, Wastewater Treatment Plant Operator III, hired November 12, 2018, Operations & Maintenance Department

The Board of Directors welcomed Mr. Sianpour, Mr. Johnson, Mr. Sotello, Mr. McQueen, Ms. Foust, and Mr. Martinez to the IEUA team.

PROMOTIONS

- Mr. Arthur Maldonado, Electrical & Instrumentation Technician IV, promoted October 7, 2018, Operations & Maintenance Department
- Mr. Larry Lucas, Mechanic IV, promoted October 7, 2018, Operations & Maintenance Department

The Board congratulated Mr. Maldonado and Mr. Lucas on their promotion.

CONSENT ITEMS

President Elie asked if there were any Board members wishing to pull an item from the Consent Calendar for discussion. General Manager Halla Razak noted that Consent Calendar Item 3C - the Climate Change Action Plan will be highlighted at the next workshop. No items were pulled for discussion.

Upon motion by Director Camacho, seconded by Director Parker, and unanimously carried:

M2018-11-3

MOVED, to approve the Consent Calendar.

- A. The Board approved the minutes from the October 17, 2018 Board Meeting and the November 7, 2018 Board Workshop/Meeting.
- B. The Board approved the total disbursements for the month of September 2018, in the amount of \$17,136,990.52.
- C. The Board adopted the proposed Climate Change Action Plan.
- D. The Board:
 - 1. Awarded a three-year fixed-cost contract, beginning on January 1, 2019, with two one-year options, in the amount of \$74,400 annually, to V3iT Consulting to provide routine SAP basic support;
 - 2. Awarded a three-year time and material contract, beginning on January 1, 2019, with two one-year options in the not-to-exceed amount of \$75,000 to each of these vendors: V3iT Consulting and Phoenix Business Consulting to provide as-needed SAP support; and
 - 3. Authorized the General Manager to execute the contracts subject to non-substantive changes.
- E. The Board:
 - 1. Approved a Master Services contract amendment for Gillis+Panichapan Architects, Inc., for a not-to-exceed amount of \$84,000 with a one-year term extension through November 2019; and
 - 2. Authorized the General Manager to execute the contract subject to non-substantive changes.
- F. The Board:
 - 1. Adopted a finding pursuant to Public Contract Code 3400(b) that the use of A.R.I. combination air valves; 1) match the existing valves on the recycled water lines use; 2) the valves are only available from A.R.I.; and
 - 2. Authorized their procurement as a sole source for future O&M and capital projects for a duration of five years.
- G. The Board:
 - 1. Approved a contract amendment for the RP-1 Mechanical Restoration and Improvements, Project No. EN17082, to Stantec Consulting Services, Inc. for the not-to-exceed amount of \$113,400; and
 - 2. Authorized the General Manager to execute the contract amendment, subject to non-substantive changes.

Continued...

M2018-11-3 continued.

H. The Board:

1. Approved a consultant services contract amendment for the RW System Cathodic Protection Improvements, Project No. EN17080, to Corpro Companies Inc., for the not-to-exceed amount of \$560,670;
 2. Approved an increase in budget allocation for FY 2018/19 from FY 2019/20 budget in the amount of \$195,000; and
 3. Authorized the General Manager to execute the contract amendment, subject to non-substantive changes.
- I. The Board adopted Resolution No. 2018-11-1, approving the amendment to the Agency's Salary Schedule/Matrix for all employee groups.

RESOLUTION 2018-11-1

RESOLUTION OF THE BOARD OF DIRECTORS OF INLAND EMPIRE UTILITIES AGENCY*, SAN BERNARDINO COUNTY, CALIFORNIA, APPROVING THE AMENDMENT TO THE AGENCY'S SALARY SCHEDULE/MATRIX FOR ALL EMPLOYEE GROUPS (for full text, see Resolution Book)

ACTION ITEM

RP-5 LIQUIDS TREATMENT EXPANSION PRE-SELECTION OF THE MEMBRANE BIO-REACTOR SYSTEM

Executive Manager of Operations & Maintenance/AGM Randy Lee gave an overview of the Membrane Bio-Reactor request for proposal, what pre-selection consists of, the equipment supplier selection process, the Suez proposal details, and the project budget and schedule. Discussion ensued on the bidding process, evaluation criteria, the value vs price difference, how long each company has been in business, the standard procedure for requests for proposals, and the difference between staff's recommendation and the Board's decision.

PUBLIC COMMENT

Mr. Russell Swerdfeger from Evoqua addressed the Board. Mr. Swerdfeger stated that the presentation by Mr. Lee provided additional details that Evoqua wasn't aware of on the selection evaluation. Mr. Swerdfeger mentioned that Evoqua believed that they provided a compelling effective proposal that will meet the Agency needs. He asked that at what point is evaluation determination made. Mr. Swerdfeger thanked the Board for their time.

Upon motion by Director Camacho, seconded by Director Parker, and unanimously carried:

M2018-11-4

MOVED, to:

1. Awarded a pre-selection agreement for the Membrane Bio-Reactor System for the RP-5 Liquids Treatment Expansion, Project No. EN19001, to Suez with a \$300,000 stiped for engineering services through design and a guaranteed price to be included in a future successful General Contractor's bid; and
2. Authorized the General Manager to execute the pre-selection agreement, subject to non-substantive changes.

RP-1 1158 RECYCLED WATER PUMP STATION UPGRADES CONSTRUCTION CONTRACT AWARD

Assistant Engineer Michael Dias presented on the project location, the feasibility study findings, the project scope, the contractor selection process, the budget, and schedule.

Upon motion by Director Parker, seconded by Director Camacho, and unanimously carried:

M2018-11-4

MOVED, to:

1. Award a construction contract for the RP-1 1158 Recycled Water Pump Station Upgrades, Project No. EN14042, to Stanek Constructors, Inc., in the amount of \$4,430,000;
2. Approve a contract amendment to Stantec Consulting Services Inc., for engineering services during construction for the not-to-exceed amount of \$356,000; and
3. Authorize the General Manager to execute the contract and contract amendment, subject to non-substantive changes.

(Director Camacho left the Board meeting room 9:57 a.m.)

(Director Camacho returned to the Board meeting room 9:59 a.m.)

RP-1 DIGESTER 6 AND 7 ROOF REPAIRS CONSTRUCTION CONTRACT AWARD

Senior Engineer/Project Manager, P.E. Jamal Zughbi presented on the project background, the project scope, the contractor selection process, the budget, and schedule. Mr. Zughbi clarified that although the title is for the Digester 6 and 7 this recommendation is only for Digester 6. Upon completion of Digester 6, staff will begin work on Digester 7.

Director Hofer asked for an explanation of the costs of preparing construction bids. Director Hall requested a history and photos of the last Digesters 6 and 7 repairs in 2008/2009.

Upon motion by Director Parker, seconded by Director Hall, and unanimously carried:

M2018-11-4

MOVED, to:

1. Award a construction contract for the RP-1 Digester 6 and 7 Roof Repairs, Project No. EN17042, to W.A. Rasic Construction, Inc., in the amount of \$1,788,000;
2. Approve a consultant contract amendment for the RP-1 Digester 6 and 7 Roof Repairs, Project No. EN17042, to GHD Inc., for a not-to-exceed amount of \$69,627; and
3. Authorize the General Manager to execute the contracts, subject to non-substantive changes.

INFORMATION ITEMS

CAREER MANAGEMENT PROGRAM: TAKING CHARGE

The item was deferred until the next Board meeting.

AGENCY DASHBOARD

GIS Specialist Gary Te gave a PowerPoint presentation on the proposed Agency Dashboard. Mr. Te stated that the Dashboard focuses data into easy to read graphics. The graphic tiles will be able to be clicked on for more detailed information. The information presented in each tile will be as current as possible. The plan is to position the dashboard on the Agency's website for availability to the public.

Director Hofer asked about the anticipated launch date. General Manager Halla Razak stated that as soon as staff receives the approval they will start working towards a quick launch.

ENGINEERING AND CONSTRUCTION MANAGEMENT PROJECT UPDATE

Deputy Manager of Engineering Jerry Burke gave a PowerPoint presentation on the Engineering and Construction Management project updates. He provided updates on the following projects: EN13048-RP-1 Power System Upgrades; EN17049-Baseline Recycled Water Pipeline Extension; EN18006-RP-1 Flare Improvements; EN15012-RP-1 Primary Effluent Conveyance; EN17039-8th St. Basin Recycle Water Turnout Discharge Retrofit; and EN18028-RP-5 Facilities Improvements.

MWD UPDATE

Executive Manager of Engineering/AGM Chris Berch began his presentation with a video on the eighteen-month progress of the Oroville Dam construction. Mr. Berch stated there was discussion on the Local Resource Program (LRP) development, which may be of interest of IEUA for potential funding for storm water pilot projects. MWD is looking for creative ways to fund local projects.

CBWM UPDATE

Executive Manager of Engineering/AGM Chris Berch stated that on the October 25, 2018 meeting the Storage Framework was approved. On both the October 25, 2018 meeting and the November 15, 2018 meeting discussion on the April 2017 appeal ensued. The 2018/19 assessment package was approved at the November 21, 2018 meeting. Also, the Board reappointment was approved for every 5 years and there was approval of the Non-Agricultural exhibit G rate which sets the rate in which water gets transferred in the Chino Basin.

SAWPA UPDATE

Executive Manager of Engineering/AGM Chris Berch stated that at both Board meetings SAWPA reviewed the Brine Line formula, discussed the water quality RFP, and SAWPA approved a contract with West Coast Advisors.

THE FOLLOWING INFORMATION ITEMS WERE RECEIVED AND FILED BY THE BOARD:

TREASURER'S REPORT OF FINANCIAL AFFAIRS

PUBLIC OUTREACH AND COMMUNICATION

LEGISLATIVE REPORT FROM INNOVATIVE FEDERAL STRATEGIES

LEGISLATIVE REPORT FROM WEST COAST ADVISORS

CALIFORNIA STRATEGIES, LLC MONTHLY ACTIVITY REPORT

FEDERAL LEGISLATIVE TRACKING MATRIX

2017/18 LEGISLATIVE WRAP-UP

REGIONAL WATER USE EFFICIENCY PROGRAMS ANNUAL REPORT – FY 2017/18

SAWPA REPORT

Director Hall reported that SAWPA adopted Resolutions for outgoing Commissioner Thomas P. Evans and Mark Bulot.

MWD REPORT

Director Camacho had nothing additional to report.

REGIONAL SEWERAGE PROGRAM POLICY COMMITTEE REPORT

Director Parker stated the committee approved RP-1 1158 Recycled Water Pump Station Upgrades Contract Award and there was a presentation on the Chino Basin Project.

CHINO BASIN WATERMASTER REPORT

President Elie reported there was discussion on the safe yield. He also reported that the Superior Court hearings are scheduled for the week between Christmas and New Year's Day.

CHINO BASIN DESALTER AUTHORITY REPORT

Director Hall had nothing additional to report.

INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY

Director Parker reported that the Inland Empire Regional Compost Authority budget amendment was approved.

GENERAL MANAGER'S REPORT

General Manager Halla Razak had nothing additional to report.

BOARD OF DIRECTORS' REQUESTED FUTURE AGENDA ITEMS

There were no Board requested future agenda items.

DIRECTORS' COMMENTS

Director Camacho stated he attended the Three Valleys Municipal Water District Leadership Breakfast on October 31.

Director Hall stated she also attended the Three Valleys Municipal Water District Leadership Breakfast on October 31, the Association of Women in Water, Energy and Environment Leadership and Development Conference on November 1 through November 2, and the Andy Vargas Music Production Academy Graduation Ceremony and Concert on November 18.

Director Parker stated that she attended the CBWCD Landscape and Water Conservation Festival on October 19 and the Breakfast with your Supervisor with Special Guest District Attorney-elect Jason Anderson on October 26.

President Elie stated he attended the Sterling Natural Resource Center Groundbreaking on October 20; Chino High School Groundbreaking on October 23; the SCWC Annual Dinner on October 25; the NWRI 25th Annual Clarke Prize Award Dinner & Lecture on October 26; and the City of Chino Hills Veteran's Day Ceremony on November 9.

CLOSED SESSION

The Board went into Closed Session at 10:41 a.m., A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(a) – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION: (1) Chino Basin Municipal Water District vs. City of Chino, Case No. RCV51010 (2) Spicer vs. W.A.

Rasic Construction, Case No. CIVDS 1711812; B. A. PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d) – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: INITIATION OF LITIGATION: Two cases C. PURSUANT TO GOVERNMENT CODE SECTION 54954.5 – PUBLIC EMPLOYMENT: (1) General Manager.

The meeting resumed at 12:05 p.m., and General Counsel Jean Cihigoyenetché stated that the below-mentioned matters were discussed in Closed Session, and the Board took the following actions:

Regarding Conference with Legal Counsel – Existing Litigation:

Chino Basin Municipal Water District vs. City of Chino, Case No. RCV51010

The Board did not discuss.

Regarding Conference with Legal Counsel – Existing Litigation:

Spicer vs. W.A. Rasic Construction, Case No. CIVDS 1711812

The Board did not discuss.

Regarding Conference with Legal Counsel – Anticipated Litigation:

Case #1

The Board took no reportable action.

Regarding Conference with Legal Counsel – Anticipated Litigation:

Case #2

Upon motion by President Elie, seconded by Director Camacho, and unanimously carried:

M2018-11-10

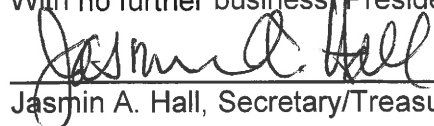
MOVED, to reject the claim filed by Shaneka Morris against the Inland Empire Utilities Agency.

Pursuant to Government Code Section 54954.5 – Public Employment:

General Manager

The Board took no reportable action.

With no further business, President Elie adjourned the meeting at 12:06 p.m.



Jasmin A. Hall, Secretary/Treasurer

APPROVED: DECEMBER 19, 2018